



To the Honorable Council
City of Norfolk, Virginia

June 10, 2014

From: Capri M. Stanley, Director of Human
Resources

Subject: FY 2015 Compensation Plan

Reviewed: Sabrina Joy Hogg
Sabrina Joy-Hogg, Assistant City Manager

Ward/Superward: Citywide

Approved: Marcus D. Jones
Marcus D. Jones, City Manager

Item Number:

R-20

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description**

This agenda item includes an ordinance to adopt the FY 2015 Compensation Plan. The city's Compensation Plan is annually approved by City Council in accordance with the fiscal year Budget.

IV. **Analysis**

The proposed changes to the FY 2015 Compensation Plan is primarily a result of the City Manager's FY 2014 Comprehensive Review of Compensation. During this process, the City Manager and the Department of Human Resources met with city employees on nine occasions to discuss employee concerns and to help determine a path forward. These conversations, along with preliminary recommendations were discussed with City Council several times throughout the fiscal year to include the informal session on July 23, 2013, the Council Retreat on September 23, 2013 and the informal session on February 4, 2014.

The Approved FY 2015 Budget included the creation of the Attraction, Retention, Motivation, and Development (ARMD) Initiative which includes funding for the following key changes presented in the FY 2015 Compensation Plan:

- A simplified compensation structure which combines the CCA, EXE, ITM, ITO, LAW, MAP, OPS, and SRM pay plans into one consolidated pay plan. No employees are negatively impacted by this action.
- Transition of the city's pay structure for general and constitutional employees from a step system to an open range system. This improves compensation flexibility and is a

best practice model. Norfolk is currently the only locality in the region that utilizes a step system for general employees. Steps will remain in place for all sworn pay plans.

- In accordance with the budget ordinance, employees hired prior to October 2010 will be required to contribute five percent toward the Norfolk Employee's Retirement System (NERS). A five percent compensation increase will be provided to mitigate the impact of this required contribution. This action will not impact employees who already contribute to the NERS.
- A mid-year two percent general wage increase for eligible general and Constitutional employees. Unlike FY 2013 and FY 2014, the pay ranges will not be adjusted with this increase in an effort create separation between current and future employees.
- A mid-year step increase for eligible sworn Police, Fire-Rescue, and Sheriff employees. This is the first step increase awarded to the city's sworn employees since FY 2009.
- A Living Wage Initiative which will ensure that all permanent city employees earn at least \$11.46/hour by the end of FY 2015.
- Mid-year market adjustments which increase the pay grade of select job classifications based on analysis of similar positions in the city's regional localities. Due to these adjustments, there are two pay tables enclosed in the Compensation Plan: July 1, 2014 through January 7, 2015 and January 8, 2015 through June 30, 2015.

Additionally, items unrelated to compensation and redundant or unnecessary verbiage, found to have already been included in the city's administrative policies and/or city code, have been removed from the FY 2015 compensation plan. The goal of restructuring and clarifying this plan is to create a simple, more comprehensive compensation plan. City code revisions of significance:

- Placement of the administrative leave section authorizing the City Manager to provide administrative leave, with pay, for members of the classified or unclassified service for reasons including, but not limited to, relocation, transition, recruitment and performance from the compensation plan to the city code.
- Placement of retiree health care insurance benefits for city officers appointed to their positions, employees in the department of law who are city attorneys and City employees identified as Executives from the compensation plan to the city code.
- Includes language to establish consistency between the city and state code.
- Includes language clarifying holidays for certain constitutional offices.

V. Financial Impact

Funding for any monetary items is included in the FY 2015 Budget.

VI. Environmental

N/A

VII. Community Outreach/Notification

Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.

VIII. Board/Commission Action

N/A

IX. Coordination/Outreach

This letter has been coordinated with the Office of Budget and Grants Management and the City Attorney's Office.

Supporting Material from the Department of Human Resources:

- Ordinance
- FY 2015 Compensation Plans

Form and Correctness Approved: By _____
Office of the City Attorney

NORFOLK, VIRGINIA

Contents Approved:

By _____
DEPT. HUMAN RESOURCES**ORDINANCE No.**

AN ORDINANCE APPROVING AND ADOPTING THE FISCAL YEAR 2015 COMPENSATION PLAN FOR OFFICERS AND EMPLOYEES OF THE CITY, AMENDING AND REORDAINING THE NORFOLK CITY CODE 1979, AS AMENDED, AND APPROVING CRITERIA AND PROCEDURES FOR PAY SUPPLEMENTS FOR CERTAIN CONSTITUTIONAL AND STATE OFFICERS AND THEIR EMPLOYEES.

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- **City Compensation Plan.** That until otherwise changed by the Council, the pay ranges of the various officers and employees of the City, as set forth in this fiscal year 2015 Compensation Plan Ordinance, and the regulations, tables, appendices and other attachments to it (attachments), which are incorporated by reference, for the administration of the Plan are hereby approved, and said Plan is hereby adopted. Such Plan, as to the positions included, shall supersede and replace the fiscal year 2014 Plans approved and adopted by Ordinance No. 45,086, enacted May 14, 2013, and effective July 1, 2013.

Section 2:- **Funding.** That the funds for any actions taken pursuant to this ordinance or its attachments were previously appropriated by the Council in the annual appropriations ordinance of the City. Actions taken under this ordinance or its attachments are subject to the availability of funds.

Section 3:- **Retirement.** That effective January 8, 2015, all members, with the exception of City Council, hired prior to October 5, 2010 will be required to contribute five percent (5%) of their earnable compensation to the Employees' Retirement System of the City of Norfolk. Due to this, effective January 8, 2015, affected employees will receive a five percent (5%) salary adjustment or an increase to an equivalent step, whichever is appropriate under this ordinance and its attachments. Affected police and firefighter members not eligible for a step increase will receive a salary adjustment equal to the amount of the withholding.

Section 4:- **Salary Increases.** That effective July 1, 2014, pursuant to the attachments to this ordinance, most City employees will move from a pay plan of specific steps to one of pay ranges. Because the salaries of some employees as of June 30, 2014, will be below the minimum pay of their new pay range, some

City employees will receive salary increases of up to two percent (2%) on July 1, 2014 so as to bring their salaries up to the minimum of their new pay range.

Effective January 8, 2015, City employees, with the exception of sworn members of the departments of police and fire-rescue whose status is addressed below, receiving no increase effective July 1, 2014, shall receive a two percent (2%) general wage increase (GWI). Those employees receiving a two percent (2%) increase on July 1, 2014, will not be eligible for the GWI effective January 8, 2015; those receiving an increase of less than two percent (2%) on July 1, 2014 will receive on January 8, 2015, the difference necessary to provide them a total increase of two percent (2%). Officers appointed by the Council are authorized to receive a two percent (2%) salary increase effective January 8, 2015. Employees who are members of the Law Department are eligible for a two percent (2%) increase on January 8, 2015 pursuant to the rules contained in this ordinance concerning the Law Department. Only officers and employees hired before July 1, 2014, are eligible for this increase.

Effective July 1, 2014, sworn members of the departments of police and fire-rescue shall, if eligible, receive a single step increase based on the tables concerning their compensation attached to this ordinance. Sworn police and fire-rescue employees must have completed their probationary period by December 31, 2014 in order to be eligible for this increase.

Section 5:- **Council and Council President.** That until otherwise changed by the Council, the salary of the Council President (Mayor) shall be \$27,000.00, and the salaries of all other members of Council shall be \$25,000.00, and are hereby approved and adopted. This ordinance and its attachments, as they pertain to the Council or the Council President, shall supersede and replace the fiscal year 2014 Compensation Plan Ordinance of the City of Norfolk, approved and adopted by Ordinance No. 45,086, enacted May 14, 2013, and effective July, 1, 2013.

Section 6:- **Constitutional and State Officers and Employees – Pay Ranges.** That until otherwise changed by the Council, the pay ranges of various Constitutional and State officers and their employees, as set forth in this ordinance and its attachments, are hereby approved and adopted. This ordinance and its attachments, as they pertain to said officers and employees shall supersede and replace the fiscal year 2014 Compensation Plan Ordinance of the City of Norfolk, approved and adopted by Ordinance No. 45,086, enacted May 14, 2013, and effective July, 1, 2013.

Section 7- **Constitutional and State Officers and Employees – Change of Provisions.** That the Council shall have the right at any time to change the pay ranges, rates of pay, regulations and supplements set forth in the compensation plan or supplemental pay schedules adopted in the body of this ordinance or its attachments. Moreover, because the City salary supplements are only intended to grant the Constitutional and state officers and employees parity with City

employees, whenever the State Compensation Board authorizes an increase to their salaries during the life of this ordinance, the City Manager shall apply that increase to the employee's State Compensation Board authorized salary, and so as to maintain parity, decrease the City's supplement in proportion to the State Compensation Board increase.

Section 8:- **Constitutional and State Officers and Employees – not City officers or Employees.** That notwithstanding the provisions of any ordinance, regulation or action by the Council, City Manager or the Civil Service Commission of the City of Norfolk to the contrary, codified or otherwise, the officers and employees of the various Constitutional and State offices whose salaries the City funds, regardless of whether the City funds 100% of their salaries or some smaller percentage and regardless of whether their date of hire is prior or subsequent to the date of the adoption of this ordinance, shall not be officers and employees of the City or eligible for any of the various rights that inure to the status of City employment, classified or otherwise. Unless their position is created and authorized by the Council of the City of Norfolk or in some cases, the City Manager and the City Attorney, and such creation is implemented in accordance with the Charter provisions, ordinances, rules and regulations governing employment with the City, such individuals working within such offices are not and shall not be deemed officers and employees of the City of Norfolk, but instead are and shall be deemed at will employees of the various Constitutional and State officers and offices, and they shall not, among other things, have any rights to utilize the City of Norfolk's Employee Grievance Procedure. All attorneys licensed to practice law in Virginia or elsewhere who are either in the employment of the City or receiving salaries funded entirely by the City but employed by a Constitutional Officer shall be under the ultimate direction and control of the City Attorney and shall serve at his will. In the case of non-City employees whose attorney positions are entirely funded by the City, they shall receive their City-funded salaries at the will of the City Attorney, regardless of their actual employer.

Section 9:- **Employment Status of Officers and Employees.** That nothing contained in this ordinance is intended to or shall alter the employment status of any persons who are not officers or employees of the City of Norfolk. Moreover, notwithstanding any other ordinance, regulation or action by the Council, the City Manager or the Civil Service Commission of the City of Norfolk to the contrary, codified or otherwise, all references to the officers and/or employees of the City, as those words are used occasionally within this ordinance or its Council-approved tables and regulations, shall only mean those individuals who have attained City employment, regardless of whether their date of hire is prior or subsequent to the date of the adoption of this ordinance, through the usual and regular employment procedures of the City of Norfolk, and who lawfully hold: (i) City positions exempt from the classified service as identified in section 114 of the

Charter; (ii) City positions lawfully classified by the Civil Service Commission pursuant to section 111 of the Charter; or (iii) City positions exempt from either the classified or the unclassified service as identified in section 114.1 of the Charter. No officer or employee of the City shall have the authority by reference, omission or error to amend, revise or otherwise change any aspect of the Compensation Plan Ordinance or its attachments. Only the Council acting by ordinance may establish or revise the Compensation Plan Ordinance or its attachments.

Section 10:- **Special Fiscal Measures.** That in situations where the Council reduces its appropriations to fund the salaries and benefits of the workforce (for example, due to severe and on-going economic downturn), the City Manager may initiate a reduction in force. A reduction in force may be justified for various reasons or combinations of reasons, including but not limited to, an economic downturn; the reorganization for efficiency of some department, division or bureau of the City; or the elimination or revision of unnecessary or moribund classifications or positions. In addition, the salaries of all officers and employees, both City Employees and non-City Employees, covered by this ordinance or any of its attachments, including all pay tables, pay systems, pay schedules and pay structures, and its various compensation plan regulations, all of which are incorporated herein by reference, may be adjusted. However, those individuals, if any, whose positions are fully funded by the State Compensation Board shall receive an increase if the Board grants an increase funded entirely by the Commonwealth.

Section 11: - **Department of Law.** That the City Attorney, a Council appointee, is the head of the City's Department of Law. All Employees holding positions within the Department of Law are members of the Law Department and serve under the sole authority and supervision and at the will of the City Attorney. All personnel decisions concerning members of the Law Department are at the discretion of the City Attorney. Notwithstanding anything to the contrary elsewhere within this ordinance or its attachments, the following rules apply to the Department of Law.

(A) Demotions. When the City Attorney demotes a member of the Law Department who is a city attorney due to inadequate performance or for disciplinary reasons, the City Attorney may reduce that employee's salary to any specific dollar amount within the pay grade attached to the position title to which the employee is demoted. When the City Attorney demotes a member of the Law Department who is not a city attorney the regulations for the administration of the General Compensation Plan apply, except that the City Attorney makes the demotion decisions, not the City Manager or the Director of Human Resources.

(B) Administrative Leave. The City Attorney is authorized to grant a period of leave with pay not exceeding two work weeks to any member of the Law Department who is a city attorney. The authorization of such leave for a new appointee shall be for facilitating recruitment and transition. The authorization of such leave for an existing appointee shall be based on the appointee's past year's work and performance. This leave must be taken within one year of being granted. Unused leave of this type shall not be paid out upon termination.

(C) New Appointees. The City Attorney may authorize the employment of a new member of the Law Department who is a city attorney at any salary within the pay grade assigned to the title. However, employment at a salary exceeding the minimum limit of the pay grade shall be based on objective criteria. Members of the Law Department who are not city attorneys are governed by the regulations for the administration of the General Plan concerning new appointees, except that the City Attorney makes the decisions related to pay grades, not the City Manager or the Director of Human Resources.

(D) Overtime Eligibility. Members of the Law Department who are city attorneys shall not be eligible for monetary overtime compensation or compensatory time off for hours worked beyond the normal workweek. Members of the Law Department who are not city attorneys are governed by the overtime provisions of the regulations for the administration of the General Compensation Plan and the Fair Labor Standards Act. All decisions authorizing overtime for members of the Law Department who are non-exempt under the Fair Labor Standards Act shall be made by the City Attorney.

(E) Compensation. Members of the Law Department who are not city attorneys will receive a general wage increase of two percent (2%) effective January 8, 2015. Members of the Law Department who are city attorneys are eligible for an increase in salary effective January 8, 2015, according to the following rules. The City Attorney shall review each attorney's salary for the purpose of making a compensation adjustment based on consideration of factors such as performance, market conditions and total increases authorized by the City Council for all other employees under this ordinance and its attachments. No percentage increase shall exceed the maximum rate of that attorney's pay grade. The aggregate amount of salary increases under this subsection shall not exceed the equivalent of what it would cost for each of the attorneys to receive a two percent (2%) increase. Whether to give an increase and the amount of any individual city attorney's increase are at the discretion of the City Attorney. Only officers and employees hired before July 1, 2014 are eligible for this increase. In addition to any compensation awarded the City Attorney elsewhere within this ordinance or its attachments. The City Attorney shall also be provided the use of a cell phone, an iPad and similar electronic devices.

(F) Bonuses. The City Attorney is authorized to recommend and approve bonuses for exceptionally meritorious service by any member of the Law Department. Only one bonus per individual may be authorized during each fiscal year. While bonuses are generally limited to no more than five (5%), the City Attorney may approve a higher percentage. Bonuses will not be included in an employee's base wages or retirement calculation.

(G) Administrative Pay Adjustments. The City Attorney may authorize one administrative pay adjustment per fiscal year for members of the Law Department based upon objective criteria, including, but not limited to the following: (1) to meet bona fide external job offers, when loss of an employee's service would be considered detrimental to the City and the Law Department (an employee must furnish a copy of the external job offer on the prospective employer's stationery); or (2) internal equity – a review of relevant circumstances surrounding the request should be submitted to the City Attorney for review (including, but not limited to, such information as length of service and hiring date, salary, educational background, experience, and scarcity of the hiring pool at the time of employment); or (3) value added to the organization (it is recognized that situations change over time and the value of an individual may be enhanced by various dynamic circumstances, such that an individual should be rewarded for demonstrated value to the department).

(H) Reductions of compensation. In addition to demotions, the City Attorney may reduce the compensation of any member of the Law Department who is a city attorney who fails to perform satisfactory work. The City Attorney may reduce their rate of compensation below what it was immediately prior to the effective date of this ordinance and its attachments. At any time during the effective duration of this ordinance and its attachments, the City Attorney may reevaluate the compensation of any attorney whose rate of compensation has been reduced pursuant to this subsection. If upon reevaluation the City Attorney finds that the attorney's work has improved, the City Attorney may approve an adjustment of that attorney's rate of compensation.

(I) Promotions. When a member of the Law Department who is a city attorney is promoted, the City Attorney may increase the attorney's compensation to any specific dollar amount within the pay grade assigned to the position title to which the promotion is made. When a member of the Law Department who is not a city attorney is promoted, the regulations for the administration of the General Compensation Plan apply, except that the City Attorney makes the decisions, not the City Manager or Director of Human Resources.

(J) Annual Leave, Leave Carryover and Leave Payout. Section 2-49 of the City Code, 1979, as amended, governs annual leave and its carryover for

members of the Law Department. Any remaining accrued leave due a member of the Law Department who has left City service will be paid in the pay period following the last actual work day.

Section 12:- **Commonwealth's Attorney**. Whereas, it is the desire of the Council of the City of Norfolk and of the Commonwealth's Attorney of the City of Norfolk that the compensation of certain officers and employees of the Commonwealth's Attorney which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to Virginia Code §15.2-1627.1, as amended, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of officers and employees of the Commonwealth's Attorney is not intended to and shall not constitute them employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the Commonwealth's Attorney and certain of his employees; now, therefore, the Council ordains as follows:

(A) The compensation of the officers and employees of the Commonwealth's Attorney employed in positions designated by the job titles identified in the Attachments to this ordinance shall be supplemented by the payment to them of compensation within the pay ranges set opposite each of their job titles, established in the Attachments.

(B) The Commonwealth's Attorney's salary as of June 30, 2014 shall be increased by two percent (2%) effective January 8, 2015.

(C) Every officer or employee of the Commonwealth's Attorney whose compensation is fixed by the State Compensation Board of the Commonwealth of Virginia shall in no event receive any lesser compensation than that fixed by said Board.

(D) The Commonwealth's Attorney, whenever the compensation of an officer or employee of the Commonwealth's Attorney is increased by the State Compensation Board of the Commonwealth of Virginia to a sum exceeding the supplemented salary, shall take immediate action to notify the Director of Human Resources to adjust the compensation payable to such officer or employee so that it is not less than that fixed by the Compensation Board.

(E) Any compensation paid in accordance with this ordinance to an officer or employee of the Commonwealth's Attorney in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be

payable entirely from the funds of the City appropriated for that purpose in the annual appropriations ordinance for fiscal year 2015.

(F) The administration and computation of supplements pursuant to this ordinance shall be governed by and be subject to the following regulations:

(1) Salaries of Officers and Employees of the Commonwealth's Attorney as of June 30, 2014, whose job titles are identified in attachments to this ordinance shall be increased by two percent (2%) effective January 8, 2015. Only officers and employees hired before July 1, 2014 are eligible for this increase.

(2) The Commonwealth's Attorney, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year, based on internal equity, value added to the organization, or to meet bona fide external job offers. These adjustments shall be included in an employee's base wages and retirement calculations.

(3) The Commonwealth's Attorney shall provide to the City's Director of Human Resources, on or before June 1, 2014, a list of all officers and employees occupying positions with job titles identified in Attachments to this ordinance, by name, job title and salary. The appropriations made to fund the Commonwealth's Attorney portion of this ordinance, and any payments made pursuant to such appropriations are conditioned upon this requirement: that the number of positions within each job title under the Commonwealth's Attorney shall not be increased beyond the total established as of the effective date of this ordinance without the permission of the City Manager.

(G) The purposes of this ordinance and of the criteria and procedures it establishes are solely to supplement the compensation of the officers and employees of the Commonwealth's Attorney's Office, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein or in any City Compensation Plan shall alter the status of such persons as officers and employees of the Commonwealth's Attorney, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

(H) The compensation of officers or employees of the City, if any, assigned to the supervision of the Commonwealth's Attorney shall be governed solely by the City Compensation Plan and attachments.

Section 13:- **Commissioner of the Revenue**. Whereas, it is the desire of the Council of the City of Norfolk and of the Commissioner of the Revenue that the compensation of the Commissioner of the Revenue and certain of her officers and employees which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to Virginia Code §15.2-1636.1, as amended, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the Commissioner of Revenue and of certain officers and employees of the Commissioner of the Revenue; now, therefore, the Council ordains as follows:

(A) Every officer or employee of the Commissioner of Revenue whose compensation is fixed by the State Compensation Board of the Commonwealth of Virginia shall in no event receive any lesser compensation than that fixed by said Board.

(B) Every officer or employee of the Commissioner of the Revenue whose compensation is fixed by the State Compensation Board at a sum higher than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title, (or, in the case of such Constitutional Officers' employees or officers whose classifications do not correspond to City class titles, at a sum higher than the compensation to which they would otherwise be entitled through the normal application of the City Compensation Plan regulations), shall be paid only the compensation fixed by the Board.

(C) Every officer or employee of the Commissioner of the Revenue whose compensation is fixed by the State Compensation Board at a sum less than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title, (or in the case of such Constitutional Officers' employees or officers whose classifications do not correspond to City class titles, at a sum less than the compensation which they would otherwise receive through the normal application of the City Compensation Plan regulations), shall be paid the same compensation as said City employee (or in the case of a Constitutional Officer's employee or officer whose classification does not correspond to a City class title, shall receive the compensation payable through the normal application of the City Compensation Plan regulations).

(D) The Commissioner's salary as of June 30, 2014 shall be increased by two percent (2%) effective January 8, 2015.

(E) The Commissioner of the Revenue, whenever the compensation of an officer or employee of the Commissioner of the Revenue is increased by the State Compensation Board of the Commonwealth of Virginia to a sum exceeding the amount payable under this Section of this ordinance, shall take immediate action to adjust the compensation payable to such officer or employee so that it is not less than that fixed by the Board. Said Commissioner also shall periodically review the compensation of officers or employees and shall bring to the attention

of the Director of Human Resources any increases required by this Section, to be made effective on the date as determined in accordance with this Section of this ordinance.

(F) Any compensation paid in accordance with this ordinance to an officer or employee of the Commissioner of the Revenue in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City. The salaries of officers and employees of the Commissioner of the Revenue as of June 30, 2014, shall be increased by two percent (2%) effective January 8, 2015. Only officers and employees hired before July 1, 2014 are eligible for this increase.

(G) The funds for the payment of the compensation supplements of the officers and employees of the Commissioner affected by this ordinance were heretofore appropriated for general government in the annual appropriation ordinance of the city for fiscal year 2015.

(H) The compensation of officers or employees of the City, if any, assigned to the supervision of the Commissioner of the Revenue shall be governed solely by the City Compensation Plan.

(I) The Commissioner of the Revenue, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year, based on internal equity, value added to the organization, or to meet bona fide external job offers. These salary adjustments shall be included in an employee's base wages and retirement calculations.

(J) The purpose of this ordinance and of the criteria and procedures it establishes is solely to supplement the compensation of certain employees of the Commissioner of the Revenue with funds of the City, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein, or in any City Compensation Plan shall alter the status of such persons as officers or employees of the Commissioner of the Revenue, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

Section 14:- **Sheriff**. Whereas, it is the desire of the Council of the City of Norfolk and of the Sheriff of the City of Norfolk, that the compensation of certain officers and employees of the Sheriff which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to Virginia Code §15.2-1609.2, as amended, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of officers and employees of the Sheriff is not intended to and shall not constitute them officers and employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, in consideration for such compensation supplementation, the Sheriff has agreed to pay over to the City sufficient revenues received by him from operations of the Jail and inmate service excepting only revenues derived from canteen operations; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of certain employees of the Sheriff; now, therefore, the Council ordains as follows:

(A) Any compensation paid in accordance with this ordinance to an officer or employee of the Sheriff in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City. The salaries of employees of the Sheriff, as of June 30, 2014, shall be increased by two percent (2%) effective January 8, 2015 with the exception of sworn officers who, if eligible, will receive one step increase.

(B) The Sheriff's salary as of June 30, 2014 shall increase by two percent (2%) effective January 8, 2015.

(C) The administration and computation of supplements pursuant to this ordinance shall be governed by and be subject to the following regulations:

(1) For the purposes of making any necessary compensation adjustments occasioned by promotions, demotions, reclassifications, and general wage increases, the computations prescribed by the regulations in the applicable City's Compensation Plan for City employees that relate to such transactions, and other administrative procedures generally applicable to the compensation of City employees, shall be utilized.

(2) The Sheriff, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year, based on internal equity, value added to the organization, or to meet bona fide external job offers. These adjustments shall be included in an employee's base wages and retirement calculations.

(3) The compensation of employees of the City, if any, assigned to the supervision of the Sheriff shall be governed solely by the City Compensation Plan.

(D) The purpose of this ordinance and of the criteria and procedures it establishes is to supplement the compensation of certain officers and employees of the Sheriff, as authorized by Virginia Code § 15.2-1605.1, as amended. Nothing contained herein, or in any City Compensation Plan, shall alter the status of such persons as officers or employees of the Sheriff and not of the City of Norfolk, and

any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

Section 15:- **General Registrar**. That the pay ranges for the General Registrar and her officers and employees shall be placed within the attachments to this ordinance where appropriate to their pay rates. The salaries of the General Registrar and her officers and employees as of June 30, 2014 shall be increased two percent (2%) effective January 8, 2015. Only officers and employees hired before July 1, 2014 are eligible for this increase. Nothing contained within this ordinance and its attachments shall alter the status of the General Registrar and her officers and employees, and their inclusion herein is solely for administrative convenience. The daily compensation for the officers of election assigned to work at voting precincts shall be as follows: Precinct Chief, one hundred eighty-five dollars (\$185) (to include delivery service); Assistant Precinct Chief, one hundred and forty dollars (\$140) plus City-designated mileage (if required to fill in for Precinct Chief and perform delivery services); and Election Officer, one hundred and twenty-five dollars (\$125).

Section 16:- **City Treasurer**. Whereas, it is the desire of the Council of the City of Norfolk and of the City Treasurer that the compensation of the City Treasurer and certain of his officers and employees which is fixed by the State Compensation Board of the Commonwealth of Virginia pursuant to the Virginia Code be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their officers and employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of officers and employees of the City Treasurer is not intended to and shall not constitute them officers and employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the City Treasurer and of certain officers and employees of the City Treasurer; now, therefore, the Council ordains as follows:

(A) The City Treasurer's salary as of June 30, 2014 shall increase by two percent (2%) effective January 8, 2015.

(B) Every officer and employee of the Treasurer whose compensation is fixed by the State Compensation Board of the Commonwealth of Virginia shall in no event receive any lesser compensation than that fixed by said Board.

(C) Every officer and employee of the City Treasurer whose compensation is fixed by the State Compensation Board at a sum higher than

that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title, (or in the case of Treasurer's officers and employees whose classifications do not correspond to City class titles, is fixed at a sum higher than the compensation to which they would otherwise be entitled through the normal application of the applicable City Compensation Plan regulations), shall be paid only the compensation fixed by the Board.

(D) Every officer and employee of the City Treasurer whose compensation is fixed by the State Compensation Board at a sum less than that fixed in accordance with the regulations for the administration of the City Compensation Plan for a City employee assigned to a classification with the same job title (or in the case of Treasurer's officers and employees whose classifications do not correspond to City class titles, is fixed at a sum less than the compensation which they would otherwise receive through the normal application of the regulations of the City Compensation Plan and attachments to this ordinance) shall be paid the same compensation as said City employee or, in the case of a Treasurer's officer or employee whose classification does not correspond to a City class title, shall receive the compensation payable through the normal application of the regulations of the City Compensation Plan. The salaries of officers and employees of the City Treasurer as of June 30, 2014, shall be increased by two percent (2%) effective January 8, 2015. Only officers and employees hired before July 1, 2014 are eligible for this increase.

(E) The City Treasurer, whenever the compensation of an officer or employee of the Treasurer is increased by the Compensation Board of the Commonwealth of Virginia to a sum exceeding the amount payable under this Section of this ordinance, shall take immediate action to adjust the compensation payable to such officer or employee so that it is not less than that fixed by the Compensation Board.

(F) Any compensation paid in accordance with this ordinance to an officer or employee of the City Treasurer in excess of the sum fixed by the State Compensation Board shall constitute a local supplement, to be payable entirely from the funds of the City.

(G) The City Treasurer, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year, based on internal equity, value added to the organization, or to meet bona fide external job offers, provided funds are available. These adjustments shall be included in an employee's base wages and retirement calculations.

(H) The compensation of officers or employees of the City, if any, assigned to the supervision of the City Treasurer shall be governed solely by the applicable City Compensation Plan.

(I) The purpose of this ordinance and of the criteria and procedures it establishes is solely to supplement the compensation of certain officers and employees of the Treasurer with funds of the City, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing contained herein, or in any City Compensation Plan shall alter the status of such persons as officers and employees of the Treasurer, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plans are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

Section 17:- **Magistrates.** Whereas, Section 19.2-46.1 of the Code of Virginia, as amended, authorizes the governing bodies of counties and cities to supplement the compensation of magistrates so long as the total amount, Commonwealth salary plus City supplement, does not exceed fifty percent (50%) of the amount paid by the Commonwealth to any magistrate, and

Whereas, the Council considers it to be in the interests of the City that the compensation of magistrates be supplemented; now therefore, the Council ordains as follows:

(A) That the City shall supplement the fixed compensation paid by the Commonwealth of Virginia to the magistrates appointed to serve in the City of Norfolk in the amounts indicated below, the funds for such supplements having been heretofore appropriated in the annual appropriations ordinance of the City for fiscal year 2015. As provided in Section 19.2-46.1, referenced above, the governing body of any county or city may add to the fixed compensation of magistrates such amount as the governing body may appropriate with the total amount not to exceed fifty percent (50%) of the amount paid by the Commonwealth to magistrates, provided such additional compensation was in effect on June 30, 2008 for such magistrates and any magistrate receiving such additional compensation continues in office without a break in service. However, the total amount of additional compensation may not be increased after June 30, 2008. No additional amount paid by a local governing body shall be chargeable to the Executive Secretary of the Supreme Court, nor shall it remove or supersede any authority, control or supervision of the Executive Secretary or Committee on District Courts.

(B) That the salaries of the magistrates eligible for supplements as of June 30, 2014, shall be increased by two percent (2%) effective January 8, 2015. Only magistrates hired before July 1, 2014 are eligible for this increase.

(C) That the purpose of this ordinance is solely to supplement the compensation of the magistrates with funds of the City, up to the limit set by and as authorized by Section 19.2-46.1 of the Code of Virginia, as amended, and nothing contained herein shall alter the status of such persons as officers or employees of the Commonwealth and not of the City of Norfolk.

Section 18:- **Clerk of the Circuit Court**. Whereas, it is the desire of the Council of the City of Norfolk and of the Clerk of the Circuit Court of the City of Norfolk that the compensation of certain officers and employees of the Clerk's office, which is fixed by the State Compensation Board of the Commonwealth of Virginia, be supplemented; and

Whereas, Virginia Code §15.2-1605.1, as amended, authorizes the Council, in its discretion, to supplement the compensation of Constitutional Officers and their employees in such amounts as it may deem expedient; and

Whereas, the supplementation of the compensation of the officers and employees of the Clerk's office is not intended to and shall not constitute them officers and employees of the City for any purpose and shall not authorize the application to them of any personnel policies of the City; and

Whereas, the Council deems it appropriate and necessary to establish specific criteria and procedures for the supplementation of the compensation of the officers and employees of the Clerk's office; now, therefore, the Council ordains as follows:

(A) The compensation of officers and employees of the Clerk's office employed in positions designated by the job titles identified in attachments to this ordinance shall be supplemented by the payment to them of compensation within the pay ranges set opposite each job title established in the attachments to this ordinance, except that in no event shall an officer's or employee's supplemented compensation be lower than that fixed by the State Compensation Board of the Commonwealth of Virginia. The salaries of the officers and employees of the Clerk as of June 30, 2014, shall be increased by two percent (2%) effective January 8, 2015. Only officers and employees hired before July 1, 2014 shall be eligible for this increase.

(B) The Clerk's salary as of June 30, 2014 shall increase by two percent (2%) effective January 8, 2015.

(C) The administration and computation of supplements to the officers and employees of the Clerk pursuant to this ordinance shall be governed by and be subject to the following regulations:

(1) For the purposes of making any necessary compensation adjustments occasioned by promotions, demotions or reclassifications, the computations prescribed by the regulations in the City's Compensation Plan for City employees that relate to such transactions, and other administrative procedures generally applicable to the compensation of city employees, shall be utilized.

(D) The purpose of this ordinance and of the criteria and procedures it establishes are solely to supplement the compensation of officers and employees of the Clerk, as authorized by Virginia Code §15.2-1605.1, as amended. Nothing

contained herein or in any City Compensation Plan shall alter the status of such persons as officers or employees of the Clerk, and not of the City of Norfolk, and any references to and/or applications of any City Compensation Plan are solely for the purpose of administrative convenience in computing the amount of authorized supplements.

(E) The compensation of officers or employees of the City, if any, assigned to the supervision of the Clerk shall be governed solely by the applicable City Compensation Plan.

(F) The Clerk, with the City Manager's endorsement, may authorize one administrative pay adjustment per any individual employee per fiscal year, based on internal equity, value added to the organization, or to meet bona fide external job offers, provided that funds are available. These adjustments shall be included in an employee's base wages and retirement calculations.

Section 19:- **City Code Amendments**. That the Norfolk City Code, 1979, as amended, is hereby amended and reordained as indicated in the following subsections.

(a) That Chapter 2 of the Norfolk City Code, 1979, as amended, is hereby amended and reordained so as to add one new section concerning administrative leave, numbered and reading as follows:

Sec. 2-54.3 Administrative Leave.

(a) The City Manager or designee may authorize administrative leave, with pay, for all members of the classified and unclassified service for administratively justifiable reasons. Administrative leave may be provided for, but is not limited to, relocation, transition, recruitment and performance.

(b) Administrative leave must be taken within one year of being granted; however, the City Manager or designee may authorize, in writing, an additional extension of up to six (6) months for taking such leave.

(c) Authorized but unused administrative leave will not be paid out upon separation of employment.

(b) That Chapter 2.1 of the Norfolk City Code, 1979, as amended, is hereby amended and reordained so as to add one new section concerning city employment and residency, numbered and reading as follows:

Sec. 2.1-1.6 Employment conditioned on residency prohibited; exceptions.

Pursuant to section 15.2-1505 of the Code of Virginia, 1950, as amended, City employment or any aspect of City employment, including promotion, shall not be conditioned on the basis of residency within the City. This section shall not

apply to: (a) appointees of elected groups or individuals; (b) officials and employees who by charter or other law serve at the will or pleasure of an appointing authority; (c) deputies and executive assistants to the chief administrative officer of a locality; or (d) agency heads, department heads or their equivalents or chief executive officers of government operations.

(c) That section 2.1-37 of the Norfolk City Code, 1979, as amended, concerning bureaus within the department of human resources, is hereby repealed.

(d) That subsection (o) of section 37-61 of the Norfolk City Code, 1979, as amended, concerning retiree health care insurance benefits, is hereby amended and reordained, numbered and reading as follows:

Sec. 37-61(o).

Members of the employees' retirement system of the City who have fifteen (15) years of creditable service with the City are eligible upon retirement for the retiree health care insurance benefit option. In addition and notwithstanding the above, the following members shall also be eligible for the benefit regardless of the length of their creditable service: (1) council members serving on or after April 30, 2010; (2) City officers appointed to their positions pursuant to the charter; (3) employees in the department of law who are city attorneys; and (4) City employees identified as Executive in the annual compensation plan ordinance and its attachments.

(e) That section 2-48 of the Norfolk City Code, 1979, as amended, concerning holidays, is hereby amended and reordained in its entirety, effective January 1, 2015, numbered and reading as follows:

Sec. 2-48. Holidays.

(a) Except as hereinafter provided, all members of the classified and unclassified service of the city shall receive the following holidays off with pay, as well as any other holidays designated by the council:

- (1) *January first*—New Year's Day.
- (2) *Third Monday in January*—Birthday of Dr. Martin Luther King, Jr.
- (3) *Third Monday in February*—Washington's Birthday.
- (4) *Last Monday in May*—Memorial Day.
- (5) *July fourth*—Independence Day.
- (6) *First Monday in September*—Labor Day.

- (7) *November eleventh*—Veteran's Day.
 - (8) *Fourth Thursday in November*—Thanksgiving Day.
 - (8.5) *Fourth Friday in November*—Day after Thanksgiving.
 - (9) *One-half (½) day, December twenty-fourth*—Christmas Eve.
 - (10) *December twenty-fifth*—Christmas Day.
 - (11) Employee's birthday. Subject to the provisions of subsection (c), this holiday may be taken on the employee's birthday; however, the employee's department head may authorize the leave day to be taken at any time during the calendar year in which the birthday falls. New hires may take the birthday holiday in the initial calendar year only if their birthday occurs on or after their hire date.
 - (12) *Diversity day*. One day of leave with pay (based on an employee's approved standard work schedule), on a day to be chosen during a calendar year by each individual employee, for all employees except fire-rescue employees on a twenty-four-hour shift schedule, who shall be granted twenty-four (24) hours of such leave. This day may be taken in half-day increments (based on an employee's approved standard work schedule). This day shall recognize the personal and religious diversity of the city's workforce. All such leave is to be taken at a time approved by the director or the director's designee(s) of the department concerned, consistent with the staffing and operational needs of the department.
- (b) Pursuant to section 15.2-1605 of the Code of Virginia, 1950, as amended, employees and deputies of the Commissioner of the Revenue and the Treasurer shall receive all of the holidays listed in subsection (a) off with pay except for birthday leave and diversity day leave. In addition, they shall receive those state holidays not listed in subsection (a), Lee-Jackson Day and Columbus Day, off with pay.

- (c) If any holiday listed above shall be a Saturday, it shall be observed on the preceding day, and if any holiday listed above shall be a Sunday, it shall be observed on the day following; provided, however, that in the event Christmas Day shall be a Saturday or a Monday, the one-half (½) day holiday for Christmas Eve shall be observed on the work day next preceding the day on which the Christmas Day holiday is observed.
- (d) In order to be eligible to receive holiday pay, a member of the classified or unclassified service must actually work the last scheduled working day before and the first scheduled working day after such holiday, or be on annual, sick or otherwise authorized leave with pay on such days.

When an employee's normal work schedule includes a Saturday or a Sunday, and a designated holiday falls on a scheduled weekend work day, the holiday shall be observed by those employees so affected on the actual work day on which it occurs, as opposed to the preceding Friday or the Monday thereafter, as observed by employees with no scheduled work days on weekends.

When an employee is not scheduled to work on a holiday, and is not scheduled to work on the day preceding a holiday which falls on a Saturday, or the day following a holiday which falls on a Sunday, such employee shall work his or her normal work schedule for the week the holiday is observed and shall be granted one compensatory day off as a holiday. A compensatory day off granted in lieu of a holiday shall be equivalent in hours to the number of hours such class of employees would accrue as defined by section 2-48 for holiday leave accrual.

A compensatory day earned as specified by any section contained herein may only be used after the occurrence of the holiday.

- (e) In all cases where, in the opinion of the city manager, services are necessary on any of the above named holidays, the persons required to perform such services shall receive compensatory time off and/or monetary compensation as provided in the regulations for the administration of the compensation plan of the city.
- (f) Firefighters and paramedic employees, as defined in section 2-46, shall be entitled to ten and four-tenths (10.4) hours' leave of absence, with pay, for each holiday. Paramedic employees as defined in

section 2-46, shall be entitled to eight and four-tenths (8.4) hours of leave of absence, with pay, for each holiday.

Section 20:- That this ordinance shall be in effect from and after July 1, 2014.

FY 2015 Ordinance Pay Tables

Clerk of the Circuit Court Pay Plan FY 2015					
Job Code	Classification	Salary Plan	Grade	Minimum	Maximum
CC0007	Administrative Assistant-CC	CCC	5	\$36,603	\$58,519
CC0006	Administrative Manager-CC	CCC	7	\$54,706	\$87,457
CC0013	Applications Manager-CC	CCC	9	\$67,468	\$118,743
CC0011	Cashier-CC	CCC	2	\$26,657	\$42,618
CC0002	Chief Deputy Circuit Court	CCC	9	\$67,468	\$118,743
CC0001	Clerk of the Circuit Court	CCC	10	\$85,829	\$136,468
CC0004	Comptroller-CC	CCC	8	\$58,373	\$93,316
CC0012	Deputy Clerk I - CC	CCC	1	\$24,683	\$39,458
CC0010	Deputy Clerk II-CC	CCC	2	\$26,657	\$42,618
CC0009	Deputy Clerk III-CC	CCC	3	\$28,816	\$46,065
CC0008	In Court Clerk-CC	CCC	4	\$33,767	\$53,979
CC0005	Supervising Deputy Clerk-CC	CCC	7	\$54,706	\$87,457

CCC Pay Schedule FY 2015			
Grade	Minimum	Midpoint	Maximum
1	\$24,683	\$32,070	\$39,458
2	\$26,657	\$34,638	\$42,618
3	\$28,816	\$37,440	\$46,065
4	\$33,767	\$43,873	\$53,979
5	\$36,603	\$47,561	\$58,519
6	\$45,238	\$58,777	\$72,317
7	\$54,706	\$71,082	\$87,457
8	\$58,373	\$75,845	\$93,316
9	\$67,468	\$93,105	\$118,743
10	\$85,829	\$111,149	\$136,468

FY 2015 Ordinance Pay Tables

Commissioner of Revenue's Pay Plan FY 2015					
Job Code	Classification	Salary Plan	Grade	Minimum	Maximum
CR0005	Administrative Manager - COR	COR	5	\$58,373	\$93,316
CR0006	Chief Deputy - COR	COR	6	\$67,468	\$118,743
CR0007	Commissioner of the Revenue	COR	7	\$85,829	\$136,468
CR0001	Deputy I - COR	COR	1	\$26,657	\$53,979
CR0002	Deputy II - COR	COR	2	\$33,458	\$67,985
CR0003	Deputy III - COR	COR	3	\$42,525	\$76,993
CR0004	Supervising Deputy - COR	COR	4	\$54,706	\$87,457

COR Pay Schedule FY 2015			
Grade	Minimum	Midpoint	Maximum
1	\$26,657	\$40,318	\$53,979
2	\$33,458	\$50,722	\$67,985
3	\$42,525	\$59,759	\$76,993
4	\$54,706	\$71,082	\$87,457
5	\$58,373	\$75,845	\$93,316
6	\$67,468	\$93,106	\$118,743
7	\$85,829	\$111,149	\$136,468

FY 2015 Ordinance Pay Tables

Commonwealth's Attorney Pay Plan FY 2015					
Job Code	Classification	Salary Plan	Grade	Minimum	Maximum
CA0004	Administrative Assistant - CWA	CWA	3	\$33,456	\$53,484
CA0012	Assistant Commonwealth's Attorney I	CWA	9	\$53,282	\$84,719
CA0013	Assistant Commonwealth's Attorney II	CWA	10	\$62,408	\$99,226
CA0014	Assistant Commonwealth's Attorney III	CWA	11	\$73,155	\$116,317
CA0016	Chief Deputy Commonwealth's Attorney	CWA	13	\$95,519	\$151,877
CA0017	Commonwealth's Attorney	CWA	14	\$134,685	\$214,150
CA0015	Deputy Commonwealth's Attorney	CWA	12	\$85,829	\$136,468
CA0011	Director of Communications - CWA	CWA	7	\$45,240	\$72,316
CA0010	Executive Secretary/ Assistant - CWA	CWA	7	\$45,240	\$72,316
CA0009	Legal Administrator - CWA	CWA	8	\$51,448	\$82,315
CA0008	Legal Assistant - CWA	CWA	6	\$39,715	\$63,486
CA0006	Legal Secretary I - CWA	CWA	2	\$28,816	\$46,066
CA0007	Legal Secretary II - CWA	CWA	4	\$33,766	\$53,484
CA0005	Paralegal - CWA	CWA	4	\$33,766	\$53,484
CA0003	Victim / Witness Coordinator	CWA	2	\$28,816	\$46,066
CA0001	Victim / Witness Program Advocate	CWA	1	\$22,193	\$35,478
CA0002	Victim / Witness Program Assistant Director	CWA	2	\$28,816	\$46,066

CWA Pay Schedule FY 2015			
Grade	Minimum	Midpoint	Maximum
1	\$22,193	\$28,835	\$35,478
2	\$28,816	\$37,441	\$46,066
3	\$33,456	\$43,470	\$53,484
4	\$33,766	\$43,625	\$53,484
5	\$37,661	\$48,936	\$60,210
6	\$39,715	\$51,601	\$63,486
7	\$45,240	\$58,778	\$72,316
8	\$51,448	\$66,882	\$82,315
9	\$53,282	\$69,000	\$84,719
10	\$62,408	\$80,817	\$99,226
11	\$73,155	\$94,736	\$116,317
12	\$85,829	\$111,149	\$136,468
13	\$95,519	\$123,698	\$151,877
14	\$134,685	\$174,417	\$214,150

FY 2015 Ordinance Pay Tables

Treasurer's Pay Plan FY 2015					
Job Code	Classification	Salary Plan	Grade	Minimum	Maximum
TR0005	Accountant I - TR	TRO	2	\$26,657	\$42,618
TR0006	Accountant II - TR	TRO	3	\$36,603	\$58,519
TR0007	Accountant III - TR	TRO	4	\$48,159	\$76,993
TR0008	Accounting Manager - TR	TRO	6	\$58,373	\$93,316
TR0002	Accounting Technician - TR	TRO	1	\$24,683	\$39,458
TR0004	Accounting Technician Supervisor - TR	TRO	3	\$36,603	\$58,519
TR0013	City Treasurer	TRO	8	\$85,829	\$136,468
TR0001	Customer Service Representative-TR	TRO	1	\$24,683	\$39,458
TR0012	Deputy Treasurer	TRO	7	\$62,332	\$99,645
TR0011	Division Manager - TR	TRO	5	\$51,309	\$82,024
TR0009	Fraud Investigator - TR	TRO	4	\$48,159	\$76,993
TR0010	Office Manager - TR	TRO	4	\$48,159	\$76,993
TR0003	Senior Accounting Technician - TR	TRO	2	\$26,657	\$42,618

TRO Pay Schedule FY 2015			
Grade	Minimum	Midpoint	Maximum
1	\$24,683	\$32,070	\$39,458
2	\$26,657	\$34,638	\$42,618
3	\$36,603	\$47,561	\$58,519
4	\$48,159	\$62,576	\$76,993
5	\$51,309	\$66,667	\$82,024
6	\$58,373	\$75,845	\$93,316
7	\$62,332	\$80,988	\$99,645
8	\$85,829	\$111,149	\$136,468

FY 2015 Ordinance Pay Tables

Sheriff's Pay Plan - Civilian FY 2015					
Job Code	Classification	Salary Plan	Grade	Minimum	Maximum
SC0012	Assistant Inmate Classification Manager	SHC	11	\$42,155	\$67,011
SC0007	Assistant Procurement Specialist	SHC	9	\$35,706	\$56,760
SC0019	Corrections Director	SHC	16	\$52,753	\$83,861
SC0013	Education Program Manager	SHC	11	\$42,155	\$67,011
SC0008	Education Programs Specialist	SHC	10	\$38,236	\$60,781
SC0005	Electronic Surveillance Supervisor	SHC	7	\$33,030	\$52,505
SC0022	Fleet Coordinator – SC	SHC	4	\$28,500	\$45,500
SC0009	Grievance Coordinator	SHC	10	\$38,236	\$60,781
SC0016	Human Resources & Budget Director	SHC	14	\$48,799	\$77,575
SC0020	Information Technology Systems Director	SHC	17	\$58,962	\$94,258
SC0015	Inmate Classification Manager	SHC	13	\$46,476	\$73,880
SC0010	Inmate Classification Specialist	SHC	10	\$38,236	\$60,781
SC0023	Inmate Rehabilitation Coordinator	SHC	12	\$44,000	\$70,500
SC0024	Investigations Director	SHC	14	\$48,799	\$77,575
SC0017	Legal Counsel	SHC	15	\$50,242	\$79,873
SC0025	Maintenance Mechanic – SC	SHC	4	\$28,500	\$45,500
SC0006	Microcomputer Systems Analyst - SC	SHC	8	\$34,681	\$55,130
SC0018	Network Engineer - SC	SHC	16	\$52,753	\$83,861
SC0026	Payroll & Benefits Coordinator	SHC	8	\$34,681	\$55,130
SC0011	Procurement Specialist - SC	SHC	10	\$38,236	\$60,781
SC0014	Public Affairs Officer	SHC	11	\$42,155	\$67,011
SC0001	Records Clerk	SHC	2	\$24,647	\$39,180
SC0002	Secretary I	SHC	3	\$27,174	\$43,196
SC0003	Secretary II	SHC	5	\$29,959	\$47,623
SC0004	Secretary to the Sheriff	SHC	6	\$31,457	\$50,005
SC0021	Sheriff	SHC	18	\$85,829	\$136,468
SC0027	Staff Accountant	SHC	10	\$38,236	\$60,781

FY 2015 Ordinance Pay Tables

Sheriff (SHC) Pay Schedule FY 2015			
Grade	Minimum	Midpoint	Maximum
1	\$23,857	\$29,429	\$35,000
2	\$24,647	\$31,914	\$39,180
3	\$27,174	\$35,185	\$43,196
4	\$28,500	\$37,000	\$45,500
5	\$29,959	\$38,791	\$47,623
6	\$31,457	\$40,731	\$50,005
7	\$33,030	\$42,768	\$52,505
8	\$34,681	\$44,906	\$55,130
9	\$35,706	\$46,233	\$56,760
10	\$38,236	\$49,509	\$60,781
11	\$42,155	\$54,583	\$67,011
12	\$44,000	\$57,250	\$70,500
13	\$46,476	\$60,178	\$73,880
14	\$48,799	\$63,187	\$77,575
15	\$50,242	\$65,058	\$79,873
16	\$52,753	\$68,307	\$83,861
17	\$58,962	\$76,610	\$94,258
18	\$85,829	\$111,149	\$136,468

FY 2015 Ordinance Pay Tables

Sheriff's Pay Plan - Sworn FY 2015					
Job Code	Classification	Salary Plan	Grade	Minimum	Maximum
SS0002	Deputy Sheriff	SHF	2	\$33,637	\$52,827
SS0007	Deputy Sheriff (Captain)	SHF	6	\$51,580	\$81,351
SS0010	Deputy Sheriff (Colonel)	SHF	9	\$65,529	\$103,525
SS0004	Deputy Sheriff (Corporal)	SHF	3	\$36,974	\$58,130
SS0009	Deputy Sheriff (Lieutenant Colonel)	SHF	8	\$62,461	\$98,647
SS0006	Deputy Sheriff (Lieutenant)	SHF	5	\$44,707	\$70,422
SS0008	Deputy Sheriff (Major)	SHF	7	\$54,105	\$85,370
SS0003	Deputy Sheriff (Master)	SHF	2	\$33,637	\$52,827
SS0005	Deputy Sheriff (Sergeant)	SHF	4	\$42,630	\$67,121
SS0001	Work Release Crew Supervisor	SHF	1	\$32,703	\$51,342

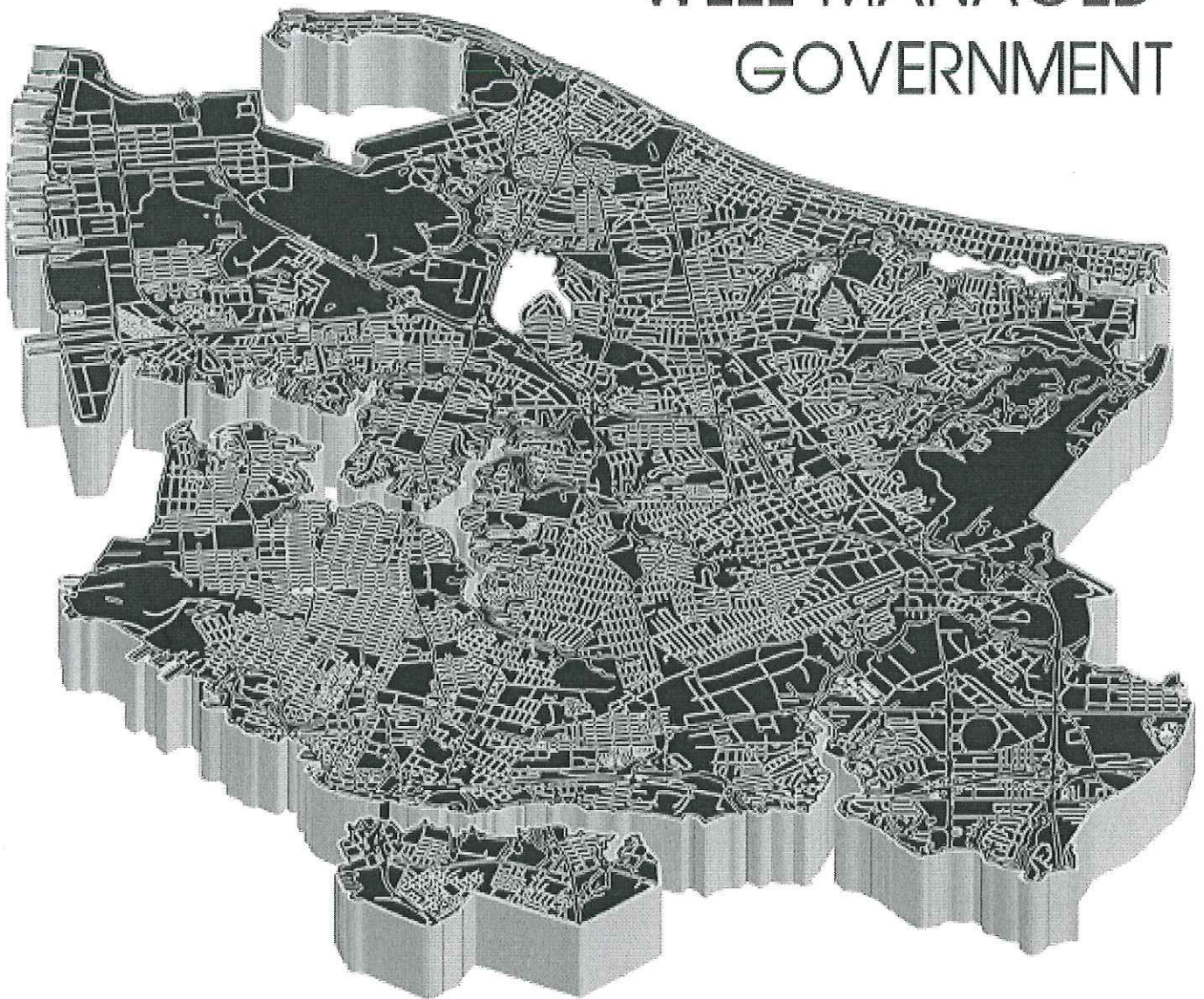
FY 2015 Ordinance Pay Tables

Sheriff (SHF) Pay Schedule FY 15										
GRADE	STEP									
	1	2	3	4	5	6	7	8	9	10
1	\$32,703	\$33,484	\$34,284	\$35,103	\$35,944	\$36,805	\$37,686	\$38,589	\$39,516	\$40,465
Semi-monthly	\$1,362.63	\$1,395.16	\$1,428.49	\$1,462.64	\$1,497.66	\$1,533.55	\$1,570.25	\$1,607.87	\$1,646.49	\$1,686.03
Hourly	\$15.72	\$16.10	\$16.48	\$16.88	\$17.28	\$17.69	\$18.12	\$18.55	\$19.00	\$19.45
2	\$33,637	\$34,441	\$35,265	\$36,109	\$36,974	\$37,861	\$38,768	\$39,697	\$40,651	\$41,628
Semi-monthly	\$1,401.56	\$1,435.05	\$1,469.37	\$1,504.53	\$1,540.58	\$1,577.53	\$1,615.31	\$1,654.05	\$1,693.81	\$1,734.51
Hourly	\$16.17	\$16.56	\$16.95	\$17.36	\$17.78	\$18.20	\$18.64	\$19.09	\$19.54	\$20.01
3	\$36,974	\$37,861	\$38,768	\$39,697	\$40,651	\$41,628	\$42,630	\$43,655	\$44,707	\$45,784
Semi-monthly	\$1,540.58	\$1,577.53	\$1,615.31	\$1,654.05	\$1,693.81	\$1,734.50	\$1,776.24	\$1,818.98	\$1,862.79	\$1,907.68
Hourly	\$17.78	\$18.20	\$18.64	\$19.09	\$19.54	\$20.01	\$20.50	\$20.99	\$21.49	\$22.01
4	\$42,630	\$43,655	\$44,707	\$45,784	\$46,887	\$48,018	\$49,177	\$50,364	\$51,580	\$52,827
Semi-monthly	\$1,776.24	\$1,818.98	\$1,862.79	\$1,907.68	\$1,953.64	\$2,000.73	\$2,049.02	\$2,098.51	\$2,149.18	\$2,201.12
Hourly	\$20.50	\$20.99	\$21.49	\$22.01	\$22.54	\$23.09	\$23.64	\$24.21	\$24.80	\$25.40
5	\$44,707	\$45,784	\$46,887	\$48,018	\$49,177	\$50,364	\$51,580	\$52,827	\$54,105	\$55,414
Semi-monthly	\$1,862.79	\$1,907.68	\$1,953.64	\$2,000.73	\$2,049.02	\$2,098.51	\$2,149.18	\$2,201.12	\$2,254.36	\$2,308.92
Hourly	\$21.49	\$22.01	\$22.54	\$23.09	\$23.64	\$24.21	\$24.80	\$25.40	\$26.01	\$26.64
6	\$51,580	\$52,827	\$54,105	\$55,414	\$56,755	\$58,130	\$59,538	\$60,982	\$62,461	\$63,976
Semi-monthly	\$2,149.18	\$2,201.12	\$2,254.36	\$2,308.92	\$2,364.79	\$2,422.09	\$2,480.76	\$2,540.93	\$2,602.53	\$2,665.69
Hourly	\$24.80	\$25.40	\$26.01	\$26.64	\$27.29	\$27.95	\$28.62	\$29.32	\$30.03	\$30.76
7	\$54,105	\$55,414	\$56,756	\$58,131	\$59,539	\$60,983	\$62,462	\$63,978	\$65,532	\$67,123
Semi-monthly	\$2,254.36	\$2,308.92	\$2,364.82	\$2,422.11	\$2,480.81	\$2,540.96	\$2,602.60	\$2,665.76	\$2,730.48	\$2,796.80
Hourly	\$26.01	\$26.64	\$27.29	\$27.95	\$28.62	\$29.32	\$30.03	\$30.76	\$31.51	\$32.27
8	\$62,461	\$63,976	\$65,529	\$67,121	\$68,751	\$70,422	\$72,133	\$73,888	\$75,686	\$77,529
Semi-monthly	\$2,602.53	\$2,665.69	\$2,730.39	\$2,796.70	\$2,864.63	\$2,934.23	\$3,005.56	\$3,078.68	\$3,153.59	\$3,230.36
Hourly	\$30.03	\$30.76	\$31.50	\$32.27	\$33.05	\$33.86	\$34.68	\$35.52	\$36.39	\$37.27
9	\$65,529	\$67,121	\$68,751	\$70,422	\$72,133	\$73,888	\$75,686	\$77,529	\$79,417	\$81,351
Semi-monthly	\$2,730.39	\$2,796.70	\$2,864.63	\$2,934.23	\$3,005.56	\$3,078.68	\$3,153.59	\$3,230.36	\$3,309.03	\$3,389.61
Hourly	\$31.50	\$32.27	\$33.05	\$33.86	\$34.68	\$35.52	\$36.39	\$37.27	\$38.18	\$39.11

FY 2015 Ordinance Pay Tables

Sheriff (SHF) Pay Schedule FY 15										
GRADE	STEP									
	11	12	13	14	15	16	17	18	19	20
1	\$41,437	\$42,434	\$43,455	\$44,501	\$45,573	\$46,670	\$47,796	\$48,950	\$50,131	\$51,342
Semi-monthly	\$1,726.55	\$1,768.06	\$1,810.62	\$1,854.22	\$1,898.86	\$1,944.60	\$1,991.51	\$2,039.57	\$2,088.79	\$2,139.23
Hourly	\$19.92	\$20.40	\$20.89	\$21.39	\$21.91	\$22.44	\$22.98	\$23.53	\$24.10	\$24.65
2	\$42,630	\$43,655	\$44,707	\$45,784	\$46,887	\$48,018	\$49,177	\$50,364	\$51,580	\$52,827
Semi-monthly	\$1,776.24	\$1,818.98	\$1,862.79	\$1,907.68	\$1,953.64	\$2,000.73	\$2,049.02	\$2,098.51	\$2,149.18	\$2,201.12
Hourly	\$20.50	\$20.99	\$21.49	\$22.01	\$22.54	\$23.09	\$23.64	\$24.21	\$24.80	\$25.40
3	\$46,887	\$48,018	\$49,177	\$50,364	\$51,580	\$52,827	\$54,105	\$55,414	\$56,755	\$58,130
Semi-monthly	\$1,953.64	\$2,000.73	\$2,049.02	\$2,098.51	\$2,149.18	\$2,201.12	\$2,254.36	\$2,308.92	\$2,364.79	\$2,422.09
Hourly	\$22.54	\$23.09	\$23.64	\$24.21	\$24.80	\$25.40	\$26.01	\$26.64	\$27.29	\$27.95
4	\$54,105	\$55,414	\$56,755	\$58,130	\$59,538	\$60,982	\$62,461	\$63,976	\$65,529	\$67,121
Semi-monthly	\$2,254.36	\$2,308.92	\$2,364.79	\$2,422.09	\$2,480.76	\$2,540.93	\$2,602.53	\$2,665.69	\$2,730.39	\$2,796.70
Hourly	\$26.01	\$26.64	\$27.29	\$27.95	\$28.62	\$29.32	\$30.03	\$30.76	\$31.50	\$32.27
5	\$56,755	\$58,130	\$59,538	\$60,982	\$62,461	\$63,976	\$65,529	\$67,121	\$68,751	\$70,422
Semi-monthly	\$2,364.79	\$2,422.09	\$2,480.76	\$2,540.93	\$2,602.53	\$2,665.69	\$2,730.39	\$2,796.70	\$2,864.63	\$2,934.23
Hourly	\$27.29	\$27.95	\$28.62	\$29.32	\$30.03	\$30.76	\$31.50	\$32.27	\$33.05	\$33.86
6	\$65,529	\$67,121	\$68,751	\$70,422	\$72,133	\$73,888	\$75,686	\$77,529	\$79,417	\$81,351
Semi-monthly	\$2,730.39	\$2,796.70	\$2,864.63	\$2,934.23	\$3,005.56	\$3,078.68	\$3,153.59	\$3,230.36	\$3,309.03	\$3,389.61
Hourly	\$31.50	\$32.27	\$33.05	\$33.86	\$34.68	\$35.52	\$36.39	\$37.27	\$38.18	\$39.11
7	\$68,754	\$70,425	\$72,138	\$73,893	\$75,691	\$77,533	\$79,422	\$81,356	\$83,339	\$85,370
Semi-monthly	\$2,864.76	\$2,934.39	\$3,005.75	\$3,078.86	\$3,153.79	\$3,230.56	\$3,309.23	\$3,389.85	\$3,472.45	\$3,557.10
Hourly	\$33.05	\$33.86	\$34.68	\$35.53	\$36.39	\$37.28	\$38.18	\$39.11	\$40.07	\$41.04
8	\$79,417	\$81,351	\$83,333	\$85,365	\$87,445	\$89,578	\$91,763	\$94,002	\$96,297	\$98,647
Semi-monthly	\$3,309.03	\$3,389.61	\$3,472.22	\$3,556.86	\$3,643.53	\$3,732.41	\$3,823.44	\$3,916.73	\$4,012.36	\$4,110.31
Hourly	\$38.18	\$39.11	\$40.06	\$41.04	\$42.04	\$43.07	\$44.12	\$45.19	\$46.30	\$47.43
9	\$83,333	\$85,365	\$87,445	\$89,578	\$91,763	\$94,002	\$96,297	\$98,647	\$101,057	\$103,525
Semi-monthly	\$3,472.22	\$3,556.86	\$3,643.53	\$3,732.41	\$3,823.44	\$3,916.73	\$4,012.36	\$4,110.31	\$4,210.71	\$4,313.56
Hourly	\$40.06	\$41.04	\$42.04	\$43.07	\$44.12	\$45.19	\$46.30	\$47.43	\$48.59	\$49.77

BUILDING A WELL-MANAGED GOVERNMENT



NEIGHBORS BUILDING NEIGHBORHOODS

Compensation Plan
Fiscal Year 2015
City of Norfolk



REGULATIONS FOR THE ADMINISTRATION OF THE FY 2015 COMPENSATION PLAN

Section 1. Authority and Discretion

(1) This compensation plan applies to all employees who hold classifications within this plan for the City of Norfolk. No officer or employee of the City shall have the authority by reference, omission, or error to change the content and administration of the City of Norfolk Compensation Plan.

(2) The City Attorney has the same authority and discretion as the City Manager for classifications that fall under the Department of Law.

Section 2. Classification Deletion

The elimination of a classification is due primarily to efficiency and effectiveness. Affected employees shall be governed by the reduction-in-force provisions.

Section 3. Constitutional and State Board Appointed Employees

This Compensation Plan assigns pay grades to certain class titles applicable only to persons who are not employees of the City, but who are employed by other governmental officials, such as those of the General Registrar. In addition, certain class titles listed in this Compensation Plan may be assigned not only to persons who are City employees, but also to certain other persons not employed by the City. Nothing in this Compensation Plan is intended to alter the employment status of persons employed by officials or entities other than the City of Norfolk and inclusion of class titles applicable to such persons in this Plan shall not have that result. Although the pay grades, pay rates and regulations contained in this Plan may be used by governmental officials and entities other than the City, at their discretion, with respect to the compensation of their employees, no such application shall be deemed to render such persons City employees, or to grant them any rights applicable to City employees.

Section 4. Definitions

"Classification" - A group of positions or other employments authorized by ordinance, e.g., special projects, which are sufficiently alike in duties and responsibilities that they are placed in the same classification specification by the Civil Service Commission and described by the same title and assigned to the same pay grade in this Compensation Plan. In the case of positions exempted from the classified service, the term "classification" is used for convenience only, as the Civil Service Commission has no authority in relation to such positions.

"Classified" – All classes of positions that have certain rights and privileges.

"Employee" - As used in these regulations, includes employees and officers of the City whose compensation is specified in this Compensation Plan.

"FLSA" - The Fair Labor Standards Act.

"Exempt Employees" - Employees who are not covered by or are exempted from the minimum wage and overtime provisions of the Fair Labor Standards Act.

"Non-exempt Employees" - Employees who are subject to the minimum wage and overtime provisions of the Fair Labor Standards Act.

"Pay Grade" - A series of specific pay rates assigned to a classification as the compensation for that classification.

"Pay Rate" - A specific dollar amount, expressed as either an annual, semimonthly, or hourly rate as shown in the Compensation Plan schedules.

"Regular Rate of Pay" - An hourly rate for non-exempt employees determined by dividing total remuneration for employment (calculated in accordance with the FLSA) in any work week by 40, or, in the case of fire protection/emergency medical, or law enforcement employees, by the number of hours in the applicable declared work period established pursuant to Section 7(k) of the FLSA and Section 9.1-701 of the Virginia Code.

"Red-Circle" - A designation for salaries that exceed the maximum of a specified pay range. Typically an employee is not eligible for pay increases until the salary is below the maximum of the pay range.

"Unclassified" - All classes of positions that serve at the will of the city.

Section 5. Demotions

(1) (a) Voluntary - The salary shall be placed at any pay rate within the lower classification, at the discretion of the City Manager or designee not to exceed the employee's current salary.

(b) Involuntary - The salary of an employee demoted due to a corrective action will be reduced by at least 5% within the new pay range or to an amount approved by the City Manager or designee, not to exceed the maximum salary of the new pay range.

(2) When an employee is demoted during a promotional probationary period, the salary shall be reduced to the pay rate formerly received prior to promotion.

Section 6. Salary Adjustments and Incentives

(1) When recommended in writing by a department head endorsed by the Director of Human Resources, and available funds are certified by the Director of Budget and Strategic Planning, the City Manager or designee may authorize one administrative pay adjustment per fiscal year, based upon objective criteria, including but not limited to the following:

- (a) To meet bona fide external job offers, when loss of an employee's service would be considered detrimental to the City. An employee must furnish a copy of the external job offer on the prospective employer's stationery; or
- (b) Internal equity - A review of relevant circumstances surrounding the request should be submitted (for example, the same facts for other job classes affected, such as length of service, hire date, pay grade and step, educational background, experience, scarcity of the hiring pool at the time of employment, and similar factors); or

- (c) Value added to the organization – It is recognized that situations change over time and the value of an individual may be enhanced by various dynamic circumstances, such that an individual should be rewarded for demonstrated value to the department/organization.

(2) The City Manager or designee is authorized to recommend and approve bonuses for exceptionally meritorious service, if funds are available within departmental salary accounts. Only one bonus per individual may be authorized during the fiscal year. While bonuses are generally limited to no more than five percent (5%), the City Manager can approve a higher percentage. Bonuses will not be included in an employee's base wages or retirement calculation.

(3) In the event that the federal minimum wage rate is higher than the minimum of the pay grade, all employees will be paid at least the federal minimum wage rate.

(4) When the minimum pay rate in a pay grade for any Division of Social Services classification is below the minimum salary mandated for that classification by the Commonwealth of Virginia, the City Manager shall increase the compensation to the Commonwealth-specified minimum salary.

(5) The City Manager or designee may authorize special assignment pay not to exceed pay grade maximum, when he assigns an employee additional duties that are significantly outside of their normal job responsibilities for at least fifteen (15) days. When the special assignment is discontinued, an employee's compensation shall revert to the salary previously paid prior to such assignment.

(6) Employees in step based pay plans may receive step increases on a schedule as determined by City Manager or designee.

Section 7. Inclusiveness of Specified Compensation

The rates of compensation specified in these regulations and the other tables, appendices and attachments to the Compensation Plan ordinance, for the positions with the classifications listed constitute the total monetary compensation of the regular, full-time employees and officers holding such positions as members of the classified or unclassified service and of those holding them as members of neither service (e.g., special project employees). Also, to the extent funds are available, the City Manager or designee may pay and/or reimburse expenses authorized in advance and incurred as an incident of employment.

The following additional compensation for Council Appointees are as follows:

- (1) The City Manager:
 - (a) the use of a City car or to receive a monthly car allowance of \$833.33. If the car allowance is elected, that supplemental pay shall be counted as earnable compensation for the calculation of retirement pension benefits;
 - (b) a contribution in the amount of \$20,000.00 to the City Manager's section 401 account;
 - (c) payment of health, dental and vision insurance premium costs;
 - (d) payment of long-term disability insurance premium costs;
 - (e) payment of mandated Virginia Retirement System life insurance premium costs;
 - (f) enrollment fees for membership into three professional organizations; and

- (g) severance payment, in addition to payout of leave balances, if involuntarily terminated for any reason other than malfeasance or a criminal offense, in the following amounts: if terminated during the first two years of employment, one year of severance pay at current rate; if terminated during the third year or any time thereafter, nine months of severance pay at current rate.
- (2) The City Attorney:
- (a) the use of a City car or to receive a monthly car allowance of \$833.33. If the car allowance is elected, that supplemental pay shall be counted as earnable compensation for the calculation of retirement pension benefits;
 - (b) a contribution into a 457 account in an amount equal to the maximum allowable, including "catch up" contributions and cost of living adjustments. Such contributions will be considered earnable compensation for the calculation of retirement pension benefits.

Section 8. Living Wage

Effective July 1, 2014, permanent employees will receive a minimum hourly rate of pay equivalent to an annual salary of \$22,289.72 (\$10.71621/hr.). Effective January 8, 2015, permanent employees will receive a minimum hourly rate of pay equivalent to an annual salary of \$23,850.00 (\$11.46635/hr.).

Section 9. New Hire Compensation

(1) Every person whose position is included within a classification listed in this Compensation Plan, shall be employed at the minimum rate of the pay grade established for the classification, except as otherwise provided, subject to the availability of funds.

In the case of a new appointee whose experience and qualifications exceed the minimum qualifications for the position:

- A department director may authorize an initial salary up to 15% above the minimum of the pay range for the position.
- The Director of Human Resources may authorize an initial salary up to the midpoint of the pay range.
- The City Manager or designee may authorize a salary beyond the midpoint of the pay range.
- The City Council, in cases of persons whose appointments it confirms, may authorize employment at any rate in such pay grade.

(2) Persons initially employed in Special Project status who move to a permanent position of the same title and grade in the classified service pursuant to the rules and with the approval of the Civil Service Commission, shall have no change in compensation, unless a higher pay rate, based on a clearly identified business need, is authorized by the City Manager.

Section 10. Overtime and Related Provisions

(A) General Provisions

(1) No employee shall be entitled to or shall receive any additional monetary compensation or shall be granted any compensatory time off for hours of work in excess of the standard work day, as defined in Section 2-47 of the City Code, except as provided herein.

(2) For the purposes of determining eligibility for compensation for overtime work, City employees are assigned to two eligibility categories:

- (a) Non-Exempt – Employees, who under the FLSA, are required to receive monetary compensation or compensatory time for overtime work in accordance with the FLSA:
 - i. at the rate of one and one-half times their regular rate of pay, or compensatory time equal to one and one-half times the number of hours actually worked in excess of 40 hours in a work week; or
 - ii. in the case of fire protection and law enforcement personnel on a work period between 7 and 28 days, at a rate established pursuant to 29 U.S.C. §207(k) of the Federal Code and §9.1-701 of the Virginia Code.

- (b) Exempt - Employees who are exempt from the FLSA and are not eligible to receive either monetary overtime compensation or compensatory time off for overtime work.

(3) Nonexempt employees will be eligible for monetary overtime compensation or compensatory time off when, by reason of necessity or emergency, they are required to work in excess of 40 hours per week, or for fire protection and law enforcement personnel, in excess of the rate established pursuant to 29 U.S.C. §207(k) of the Federal Code and §9.1-701 of the Virginia Code.

- (a) All periods of paid leave should be counted towards eligibility of overtime for sworn public safety employees.
- (b) Paid time off will not be counted as hours worked toward achieving eligibility for overtime status for non-sworn employees, unless provided under administrative policy.
- (c) Department heads or their designees are authorized to approve overtime work for non-exempt employees. An agreement between department heads or their designees and the individual employee must be reached prior to performance of overtime work, if compensatory time is to be given in lieu of monetary overtime.

(4) Exempt employees will not be eligible for either compensatory time or monetary overtime pay. Non-exempt employees permanently transitioning to exempt positions must be paid out for unused compensatory time.

(5) Compensatory time is subject to the following limits:

- (a) Eligible non-sworn employees may not accrue more than 240 hours of compensatory time (160 hours of actual overtime worked). Employees who have accrued 240 hours of compensatory time off will be paid monetary overtime for additional overtime hours of work.

- (b) Sworn employees may not accrue more than 480 hours of compensatory time (320 hours of actual overtime worked). Sworn employees who have accrued 480 hours of compensatory time off will be paid monetary overtime for additional overtime hours of work.
 - (c) A non-exempt employee who has accumulated overtime may request compensatory time off and such compensatory time off shall be granted within a reasonable period of time, so long as it does not unduly disrupt the affected Department's operation.
 - (d) Upon termination of employment, an employee shall be paid for unused compensatory time earned at a rate not less than (i) the average regular rate received by such employee during the last 3 years of employment, or (ii) the final regular rate received by such employee, whichever is higher.
 - (e) Upon request by a department head, the City Manager may authorize payment of monetary overtime, if determined that an allowance of compensatory time off would adversely affect the operations of the City, and when funds are available.
- (6) General non-exempt employees assigned to a designated task system of operation are ineligible for overtime during the performance of their designated tasks unless:
- (a) The designated task requires more than 8 hours of work in any one day or more than 10 hours of work in any one work day for employees assigned to a 4-day, 10-hour per day work week; or
 - (b) Employees have completed their designated tasks for the day and are assigned additional tasks; or
 - (c) They are required to work in excess of 40 hours in a work week.
 - (d) The designated tasks for each employee operating under a task system shall be set forth in writing by the Department Head.
 - (e) Employees performing overtime work as defined in this paragraph shall be entitled to monetary overtime or compensatory time off for each hour they are required to perform such work, in accordance with the regulations set forth in this plan.

(B) Training

(1) When state and/or federally mandated recertification training requirements cannot be accommodated during scheduled work periods, and when this circumstance has been certified, in writing, by the Director of Human Resources, employees may be granted off-duty training time, on an hour for hour basis, including the taking of the final examination, that can only be offered to them by management during off-duty hours. Such time will not be extended to include travel time. Non-exempt fire-rescue employees required to participate in state-mandated Advanced Life Support recertification training will only be eligible to receive this compensation once every three years, in accordance with Virginia Department of Health, Office of Emergency Medical Services recertification periods.

(2) Training required by the employer as part of an employee's normal assignments, other than training required for state and/or federal recertification, shall be considered as hours

worked, and any overtime hours necessitated by such requirement shall be paid for in accordance with the FLSA and regulations herein.

(C) Official Holidays

In all cases where employees are required to work on any designated holiday, the following provisions will apply.

(1) Non-exempt employees will receive monetary compensation equal to one and one-half times the hourly pay rate established for their classification (except for the birthday holiday and diversity holiday). In addition, these employees will be granted time off, equal to hours actually worked during their normally scheduled work hours, in lieu of the holiday; provided, however, that Refuse Collectors, Refuse Collection Supervisors, and Refuse Inspectors may choose a holiday leave credit day or monetary pay (at straight time) for holidays designated by the Director of Public Works, subject to the availability of funds for monetary pay. The extra half-time payment for holiday work will not be included in computing the employee's regular rate of pay for overtime computation purposes in accordance with the FLSA. Employees required to work on their birthday holiday and/or the diversity holiday will be compensated at the pay rate established for their classification.

(2) Exempt employees receive holiday leave credit equivalent to hours actually worked up to their regularly scheduled work hours.

(3) Holiday leave credit for holiday service must be used within twelve (12) months from the holiday for which it is granted. Upon the request of a Department Head, the City Manager may authorize monetary payment for holiday leave credit.

(4) When an employee's normal weekly work schedule includes a Saturday or a Sunday, and a designated holiday falls on a scheduled weekend work day, the holiday shall be observed by such employee on the actual work day on which it occurs, rather than on the preceding Friday or the Monday thereafter.

(5) When an employee is not scheduled to work on a holiday, or on the day preceding a holiday which falls on a Saturday, or on the day following a holiday which falls on a Sunday, such employee shall work his or her normal work schedule for the week the holiday is observed, and shall be granted, in lieu of a holiday, holiday leave credit equivalent in hours to the number of hours such employee would have accrued in accordance with Section 2-48 of the City Code if he or she had been scheduled to work on the holiday.

(6) Holiday leave credit earned in accordance with these regulations pertaining to holidays may only be used after the occurrence of the holiday.

(7) An employee may receive only one holiday premium during any given holiday (24-hour period).

(D) Special Provisions for Emergency Declarations

The City Manager may determine that an emergency situation merits the modification or suspension of basic City services, and is authorized to take such action and provide paid emergency leave to non-essential personnel and additional appropriate compensation or leave to employees required to work during this period. Any such declarations made by the City Manager shall be immediately shared with the City Council.

(E) Special Provisions for Specific Job Classifications

(1) Whenever any employee, not working a regular tour of duty, is required to appear in court for the purpose of testifying on behalf of the Commonwealth of Virginia or the City of Norfolk, or to give a deposition in lieu of appearing, to testify to the facts which arise within the scope of his or her employment with the City of Norfolk, such employee shall receive monetary overtime compensation equal to one and one-half times the hourly rate of pay established for such classifications for each hour he or she is required to be present in such court or at such proceeding. The minimum time for which such overtime compensation shall be payable will be one hour and payment after the first hour will be computed in increments of 15 minutes. The extra half-time payment for such appearances shall not be included in computing the employee's regular rate of pay for overtime computation purposes in accordance with the FLSA. Such employees who are required to appear for any of the above purposes who are on sick leave or receiving worker's compensation because of a work related disability shall not be entitled to such overtime compensation.

(2) Whenever an employee who is absent from duty on leave without pay status or on suspension, is required by the City to appear in a civil or criminal court, or at a hearing before an agency of the Commonwealth of Virginia, or to give a deposition in lieu of appearing, to testify to facts which arise within the scope of his or her employment with the City of Norfolk, such employees shall receive compensation equal to the hourly rate of pay established for such classifications for each hour he or she is required to be present in such court or at such proceeding. Such employees shall not be entitled to overtime compensation for such appearances.

(3) Whenever a former employee of the City is required by the City to appear in a civil or criminal court, or at a hearing before an agency of the Commonwealth of Virginia, or to give a deposition in lieu of appearing or for discovery purposes, by subpoena or otherwise, to testify to facts which arose within the scope of his or her employment with the City, such former employee shall receive an hourly stipend of ten dollars (\$10.00) for every hour or any part thereof required to appear.

Section 11. Part-Time Employment

Employees holding positions who work fewer hours than full-time employees will receive compensation proportionate to their hours worked within such classification.

Section 12. Promotions and Reclassifications

(1) When an employee is promoted through a competitive process or automatic reclassification to a position where the minimum pay rate of the new grade is greater than the minimum pay rate of the former grade, the Department Head may authorize an initial salary of at least five percent (5%) up to fifteen percent (15%) above the former salary. The City Manager or designee may authorize a higher promotional percentage, in cases of business necessity, where an employee's experience and qualifications exceed the minimum qualifications of the position.

(2) Promoted sworn police employees will receive a salary at least five percent (5%) above the former salary or the minimum of the new pay grade, whichever is greater.

(3) In no event shall an employee's salary, promoted under this sub-section, exceed the maximum of the new pay grade.

(4) An employee whose position is reclassified to a classification having a higher midpoint of the pay range will receive at least the minimum of the new pay range, or that level in such pay range which affords the employee an increase of five percent (5%). If the position is reclassified to a classification in the same pay range, the employee's salary will remain unchanged. If the position is reclassified to a classification having a lower midpoint of the pay range, the employee's salary will be reduced by five percent (5%) or to a level within the new range not to exceed the maximum.

(5) Automatic Reclassifications within the following job class series shall be treated (for pay purposes) as promotions, in accordance with regulations specified in Subsection (1):

- Benefit Programs Specialist I to Benefit Programs Specialist II (effective January 8, 2015)
- Civil Engineer I to Civil Engineer III
- Construction Inspector I to Construction Inspector II
- Environmental Specialist I to Environmental Specialist II
- Firefighter Recruit to Firefighter-EMT-Paramedic
- Police Recruit to Police Officer
- Public Safety Telecommunicator Trainee to Public Safety Telecommunicator II
- Real Estate Appraiser I to Real Estate Appraiser III
- Traffic Maintenance Technician I to Traffic Maintenance Technician III
- Traffic Sign Fabricator I to Traffic Sign Fabricator II
- Traffic Signal Technician I to Traffic Signal Technician IV
- Waterworks Operator I to Waterworks Operator IV

Section 13. Regrading of Job Classes

(1) When an employee's classification is assigned to a higher pay grade (regrade), the employee's salary shall be increased to the minimum pay rate of the new pay grade.

(2) If an employee's salary exceeds the minimum rate of the new pay grade, the employee's salary may be increased by a percentage determined by the City Manager or designee.

Section 14. Reinstatement

An employee reinstated to a previously held position may be reinstated to the salary earned at the time of separation.

Section 15. Additional Compensation

(1) Supplemental compensation authorized by this section and the attached Supplemental Pay, Bonus and Incentive Appendices will be included in calculating the regular rate of pay of non-exempt employees, as required by the FLSA. Exempt employees will not be eligible for supplements, unless indicated.

(2) During any part of a month when an employee is absent from duty on leave without pay status, or is on suspension without pay, such employee shall not be entitled to be credited with or to receive any special duty pay authorized herein for the portion of the month for which the employee is not receiving pay as noted above.

(3) No special duty pay will be considered in the computation of salary increases to which an employee is eligible due to promotion, reclassification, annual increments, or merit pay adjustments.

(4) Special duty pay is not considered as a promotion or reclassification, and will not alter an employee's classification or pay grade.

(5) Permanent employees who are regularly required to perform service at night, shall receive their normal compensation plus a sum equal to ten percent (10%) of the pay rate as established. Such additional compensation shall only be paid to employees working a fixed shift where one-half or more of the employee's regular working hours are scheduled after 5:00 p.m. and shall not be paid to sworn members of the Departments of Fire-Rescue Services and Police nor the EOC. In addition, employees working a rotating shift or a shift which otherwise requires them to periodically work at night are excluded. A fixed shift basis of employment is one in which the regular working hours are identical each working day for a period of not less than 90 calendar days. A rotating shift is one in which the hours of work fluctuate on a regular basis or irregular basis.

(6) Employees in classifications assigned to certain duties and meeting specified criteria, shall receive the indicated supplement amounts as described in the attached Supplemental Pay Appendices.

(7) The following supplements are included in the calculation of retirement credit for sworn employees:

- (a) Education Pay
- (b) Senior and Master Police Officer
- (c) Gun allowance (Fire)

(8) Sworn fire-rescue personnel designated as Master Firefighter who meet and maintain service and performance requirements specified in the Standard Operating Procedures for obtaining the Master Firefighter designation will receive the following, in addition to their regular pay rate and any annual pay increment authorized by City Council:

- (a) One pay step per fiscal year for the completion of each of the first four (4) sections outlined in the Master Firefighter Program.
- (b) Two pay steps for the completion of the final Section in the Master Firefighter Program and attainment of the Master Firefighter designation.
- (c) Firefighter EMT-E, Firefighter EMT-I, Firefighter EMT-P, and Fire Inspector are eligible to participate in this program.
- (d) No employee's salary may exceed the maximum of their pay grade.
- (e) The total percentage received for the program will not exceed 15%.

Section 16. On-Call

(1) On-call status applies to all hours other than an employee's regularly scheduled work hours on weekdays and 24 hours on Saturday and on Sunday. An employee scheduled for on-call who is on approved sick leave (due to illness) for a full day would not be eligible for on-call on that day.

(2) Non-exempt employees whose positions are approved by the City Manager for additional compensation for serving in an on-call status will be paid, in addition to their regular pay rates, according to one, and only one, of the following:

- (a) \$112.00 for each full weekly period of assigned on-call duty;
- (b) \$136.00 for each full weekly period of assigned on-call duty, if any holiday designated in City Code Section 2-48 occurs within that week;
- (c) \$16.00 for each full day of on-call duty; or
- (d) \$40.00 for any holiday designated in City Code Section 2-48.

(3) Employees designated in on-call status on a holiday or for any full week in which a holiday falls may receive only one on-call premium, pursuant to either but not both subsection (2) (b) or (2) (d) above.

Section 17. Temporary Acting Service

(1) Whenever a classified employee is assigned, by the City Manager or designee to serve in a temporary acting capacity in a higher pay grade, such employee, during the period of such service, shall be compensated at the minimum rate of the new classification, or as provided under (2).

(2) If the employee's salary in his/her permanent classification exceeds the minimum rate of the temporary classification, he/she shall be compensated as follows:

- (a) When an employee is assigned to serve in temporary acting capacity in a position where the minimum pay rate of the new pay grade is 15% or greater than the minimum rate of the former pay grade, the employee's salary shall be increased to the greater of the minimum rate of the new pay grade or 10% above the former salary.
- (b) When an employee is assigned to serve in temporary acting capacity in a position where the minimum pay rate of the new pay grade is less than 15% above the minimum pay rate of the former pay grade, the employee's salary shall be increased to the greater of the minimum rate of the new pay grade or 5% above the former salary.

(3) Whenever members of the unclassified service are assigned to serve in a temporary acting capacity in a higher pay grade, the City Manager may authorize, based on objective criteria, the salary of the employee to be at any specific dollar amount within the pay grade assigned to such classification.

(4) When temporary acting service is discontinued, an employee's compensation shall revert to the employee's previous salary including any applicable salary adjustments.

(5) Temporary Acting Service, for classified employees, shall be no longer than 180 days unless approved by the Civil Service Commission. In no event shall such service be permitted for longer than two years.

Section 18. Transfers and Reassignments

An employee transferred or reassigned to a position in the same pay grade will receive no change in salary unless authorized by the City Manager or designee.

Section 19. Leave Payout

- (1) Remaining accrued annual leave (up to the carryover limit specified) for an employee who has left City service will be paid in the pay period following the last actual work day.
- (2) Any remaining annual leave (up to the carryover limit specified) may be requested as payout following a period of pre-disciplinary leave or disciplinary suspension of at least thirty (30) days. Requests for a lump sum payout must be submitted in writing to the Department of Human Resources.

Section 20. Severance Pay

- (1) The City Manager, with reasonable discretion, may award severance pay to any non-probationary member of the classified service of the City separated due to a reduction in force.
- (2) The City Manager, with reasonable discretion, may award severance pay to any member of the unclassified service of the City separated due to desired changes in leadership.
- (3) This severance pay shall be in addition to any salary or leave pay to which such employee may be entitled through the actual date of separation.
- (4) The City Manager shall exercise this discretion within the following limitations, including available funding:

Completed Years of Service	Severance
1 - 2	1 month salary
More than 2 and less than 5	2 months' salary
5 years and above	3 months' salary

Section 21. Corrections

When reported errors or mistakes in the application of the compensation plan are verified by the Director of Human Resources, the City Manager or designee will determine the appropriate corrective action. Pending the City Manager's approval, the Director of Human Resources will take immediate action to prevent continued overpayment or underpayment of any salary.

Supplemental Pay, Bonus and Incentive Appendices

Appendix 1 - Job Assignment Supplements

Employees in the following departments and classifications assigned to the following duties and meeting the specified criteria, shall receive the indicated supplement amounts, in addition to their regular pay rates:

Department/Division	Job Class(es)	Supplement Amount	Other Information
Cultural Facilities, Arts & Entertainment	Operations and Engineering staff (nonexempt)	\$25/day for each consecutive day (full shift) worked beyond the initial 7-day period	Must have initially worked a full shift for seven consecutive days to assist with change overs or other operational requirements for events or shows
General Services	<ul style="list-style-type: none"> Electrician I Electrician II Plumber II Plumber III 	\$0.50 per hour for Master Journeyman License(s)	
General Services/Fleet Management	<ul style="list-style-type: none"> Automotive Repair Technician Senior Automotive Repair Technician Autobody Repair Mechanic Senior Autobody Repair Mechanic Automotive Machinist Welder 	\$42/month	Tool allowance
General Services/Fleet Management	<ul style="list-style-type: none"> Autobody Repair Mechanic Automotive Repair Technician Automotive Service Attendant Senior Automotive Repair Technician <i>(ineligible for VA State Inspection supplement)</i> Senior Autobody Repair Mechanic Welder 	<ul style="list-style-type: none"> \$0.10 per hour for each automotive Certification currently held; up to 9 \$0.25 per hour for each EVT / Master Certification; maximum of 2 \$0.25 per hour for successfully completing the State Inspection program 	Automotive Service Excellence (ASE) Certification Emergency Vehicle Technician (EVT)/Master Certification Virginia State Inspection Certification
General Services/Parking	Parking Attendants and Customer Service Reps	\$25/shift	<ul style="list-style-type: none"> For designated events and shifts from 8:00pm to 2:00am at facilities designated by the Division of Parking For non-special event 24/7 automated lane coverage 9:30pm – 6:00am Sunday through Friday and 11:00pm – 7:30am Saturday

Supplemental Pay, Bonus and Incentive Appendices

Department/Division	Job Class(es)	Supplement Amount	Other Information
Human Services/DSS	<ul style="list-style-type: none"> Family Services Worker I, II and III Family Services Supervisor 	\$150/month	Assigned to provide mandated child protective services
Norfolk Community Services Board	Registered Nurse	\$65 per two hour block beyond regular work shift	Crisis Stabilization staff Supervisor must approve additional time beyond regular work shift
Norfolk Community Services Board	Emergency Services Counselor	\$50 per two hour block beyond regular work shift	Emergency Services staff Supervisor must approve additional time beyond regular work shift
Police	School Crossing Guard	Minimum one hour's pay per shift	
Public Works/Waste Management	Refuse Collector Apprentice	\$32/week	While temporarily assigned to operate refuse packers which are designed for crews of less than three persons
Public Works/Waste Management	Refuse Collector, Senior	5% of regular pay rate	For the duration of assignment to the household hazardous waste collection site to handle, prepare, and package specific materials (must have OSHA HAZWOPER certification)
Recreation, Parks & Open Space/Parks & Forestry	Maintenance Mechanic II & III	\$42/month	Tool allowance
Recreation, Parks & Open Space/Recreation	Lifeguard (Beach Lifeguard/Captain Beach Lifeguard/Lieutenant)	<ul style="list-style-type: none"> Additional \$6.50 per hour while acting a Beach Lifeguard Captain Additional \$2.00 per hour while acting as Beach Lifeguard Lieutenant 	Supervising seasonal part-time Lifeguards from May through Labor Day
Utilities	Assigned Wastewater Pump Station staff	Additional 10% of annual salary for duration of assignment	For each full day of duty providing wet well cleaning and maintenance
Various City departments	Various	\$30 per hour during training	CERT-trainers

Supplemental Pay, Bonus and Incentive Appendices

Appendix 2 - Fire Supplements

Sworn fire-rescue personnel assigned to the following special duty assignments shall receive the specified amounts, in addition to their regular pay rates, for the duration of such assignments:

Assignment	Amount	Eligibility	Other Information
Battalion Chief Aide	\$80/month	As assigned	For duration of assignment
Equipment Service Technician	\$80/month	As assigned	For duration of assignment
Fire Apparatus Operator	\$80/month	As assigned	For duration of assignment
Fire/Field Training Instructor	3% of minimum pay rate for pay grade	As assigned	For duration of assignment
Investigator/Dog Handler	\$70/month	As assigned	For duration of assignment; stipend to defray dog care-related expenses; not included in calculation of regular rate of pay, consistent with FLSA

Sworn fire-rescue personnel eligible for the following supplements shall receive the specified amounts, in addition to their regular pay rates for the duration of such assignments:

Supplements	Amount	Eligibility	Other Information
<ul style="list-style-type: none"> Acting Fire Lieutenant Acting Fire Captain Acting Battalion Chief Acting Assistant Chief 	\$1.00/hour	As assigned	For duration of assignment
<ul style="list-style-type: none"> Acting Fire Apparatus Operator Acting Battalion Chief Aide 	\$4.00 per 12-hour period	As assigned	12 day-time or 12 night-time hours
Acting Hazmat and Technical Rescue Company	5% of regular pay rate	Completion of training and as assigned	For duration of assignment
Firearm Allowance	\$100/month	<ul style="list-style-type: none"> Chief assigned as Fire Marshal Captain assigned as Lead Fire Investigator Firefighters assigned as Assistant Fire Investigators Hazardous Material Inspectors Assistant Fire Marshals 	Must be certified as law enforcement officers and required to carry a firearm on their persons when off duty, for the duration of such assignments
HAZMAT and Technical Rescue Company	5% of regular pay rate	Completion of training and formal assignment to applicable company	For duration of assignment

Supplemental Pay, Bonus and Incentive Appendices

Supplements	Amount	Eligibility	Other Information
Fire-Rescue Officer (Current VA-certified as EMT-Cardiac or EMT-Intermediate)	\$117/month	<ul style="list-style-type: none"> • Fire Lieutenants • Fire Captains • Battalion Fire Chiefs 	<p>Employees must be sanctioned by the City of Norfolk Medical Director to practice as EMT-Cardiac or EMT-Intermediate and must be directly involved in:</p> <ol style="list-style-type: none"> 1) providing "hands-on" emergency medical care to patients; or 2) direct supervision of certified emergency medical services staff involved in the delivery of patient care; or 3) providing classroom or practical instruction in Virginia Health Department curricula for Emergency medical Certification or recertification training
Fire-Rescue Officer (Current VA-certified as EMT-Paramedic)	\$292/month	<ul style="list-style-type: none"> • Fire Lieutenants • Fire Captains • Battalion Fire Chiefs 	<p>Employees must be sanctioned by the City of Norfolk Medical Director to practice as EMT-Paramedic and must be directly involved in:</p> <ol style="list-style-type: none"> 1) Providing "hands-on" emergency medical care to patients; or 2) Direct supervision of Certified emergency Medical services staff involved in the delivery of patient care; or 3) providing classroom or practical instruction in Virginia Health Department curricula for emergency medical Certification or recertification training
Education Pay	\$42/month	Assistant Fire Chief rank or below	<ul style="list-style-type: none"> • Associate's or Bachelor's Degree in any program certified by the Chief of Fire-Rescue as relevant to the performance of the employee's position. • Limited to one supplement, regardless of the number of degrees.

Supplemental Pay, Bonus and Incentive Appendices

Appendix 3 - Police Supplements

Sworn police officers assigned to the following special duty assignments shall receive the specified amounts, in addition to their regular pay rates, for the duration of such assignments:

Assignment	Amount	Eligibility	Other Information
Diver	\$35/month	As assigned	For duration of assignment
Field Training Instructor	\$80/month	As assigned	For duration of assignment
Investigator	\$60/month	As assigned	For duration of assignment
<ul style="list-style-type: none"> Investigator / Drug Dog Handler Police K-9 Officer 	\$70/month	As assigned	For duration of assignment; stipend to defray dog care-related expenses; not included in calculation of regular rate of pay, consistent with FLSA
Master Police Officer	\$500/month	GO 99-002	For duration of assignment

Sworn police officers eligible for the following supplements shall receive the specified amounts, in addition to their regular pay rates for the duration of such assignments:

Supplements	Amount	Eligibility	Other Information
Bilingual pay	\$30/month	Police Officers certified by Chief of Police and Human Resources as having Applicable Spanish Language skills.	Supplement to assist NPD with serving the increasing population of Hispanic citizens
Clothing Allowance	\$65/month	<ol style="list-style-type: none"> Sworn employees assigned to the: Criminal Investigations Bureau, Internal Affairs Division, Criminal Intelligence Unit; Commanding Officer – Criminal Investigations Bureau Employee assigned as assistant to the Chief of Police 	Stipend to defray clothing-related expenses; not included in calculation of regular rate of pay, consistent with FLSA
Education pay	\$42/month	Police Captain rank or below	<ul style="list-style-type: none"> Associate's or Bachelor's degree from an accredited college or university in any program certified by the Chief of Police as relevant to the performance of the employee's position. Limited to no more than one supplement, regardless of the number of degrees.

Supplemental Pay, Bonus and Incentive Appendices

Appendix 4 – Bonuses and Incentives

Supplements	Amount	Eligibility	Other Information
Benefit Programs Specialist I	\$1,450 one-time payment	<ul style="list-style-type: none"> • Must be hired after July 1, 2014 • Must have completed two (2) years of service 	The two (2) years of service must have been completed in the Benefit Programs Specialist I classification and must be continuous.
Public Safety Partnership Program	\$10,000 over three years. Payment schedule to be determined by City Manager.	Police Officers who served as Public Safety Interns	Must have completed both the Public Safety Partnership Program and the Norfolk Police Academy as well as all obligations specified in the program documents.
Explore Norfolk	Incentive amount and payment schedule to be determined by the City Manager	City Manager Fellows and eligible classifications based on criteria determined by the City Manager.	This incentive will be utilized to assist with the recruitment of highly qualified candidates.

Alphabetical Classification Listing
Effective July 1, 2014

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100151	Accountant I	1	9	33,770	53,980			Nonexempt
TR0005	Accountant I - TR	TRO	2	26,657	42,618	C	U	Nonexempt
100152	Accountant II	1	10	36,605	58,520			Nonexempt
TR0006	Accountant II - TR	TRO	3	36,603	58,519	C	U	Nonexempt
100153	Accountant III	1	11	40,005	64,000			Exempt
TR0007	Accountant III - TR	TRO	4	48,159	76,993	C	U	Exempt
100154	Accountant IV	1	14	51,000	82,700			Exempt
100455	Accountant V	1	15	55,210	88,500			Exempt
100186	Accounting Manager	1	16	58,970	94,260			Exempt
TR0008	Accounting Manager - TR	TRO	6	58,373	93,316	C	U	Exempt
100180	Accounting Manager, Senior	1	17	63,000	100,800			Exempt
800515	Accounting Supervisor	1	14	51,000	82,700			Exempt
800019	Accounting Technician	1	6	26,900	43,000			Nonexempt
TR0002	Accounting Technician - TR	TRO	1	24,683	39,458	C	U	Nonexempt
TR0004	Accounting Technician Supervisor - TR	TRO	3	36,603	58,519	C	U	Nonexempt
100197	Administrative Analyst	1	13	46,885	74,950			Exempt
CC0007	Administrative Assistant - CC	CCC	5	36,603	58,519	C	U	Exempt
CA0004	Administrative Assistant - CWA	CWA	3	33,456	53,484	C	U	Exempt
800027	Administrative Assistant I	1	8	31,180	49,850			Nonexempt
500706	Administrative Assistant II	1	9	33,770	53,980			Exempt
500001	Administrative Manager	1	15	55,210	88,500			Exempt
CC0006	Administrative Manager - CC	CCC	7	54,706	87,457	C	U	Exempt
CR0005	Administrative Manager - COR	COR	5	58,373	93,316	C	U	Exempt
800001	Administrative Technician	1	7	28,815	46,100			Nonexempt
300620	Animal Caretaker	1	2	19,705	31,505			Nonexempt
700902	Animal Registrar	1	9	33,770	53,980			Nonexempt
700978	Animal Services Supervisor	1	14	51,000	82,700			Exempt
800505	Applications Analyst	1	14	51,000	82,700			Exempt
200546	Applications Development Team Supervisor	1	16	58,970	94,260			Exempt
CC0013	Applications Manager - CC	CCC	9	67,468	118,743	C	U	Exempt
900005	Architect I	1	12	43,470	69,500			Exempt
100174	Architect II	1	15	55,210	88,500			Exempt
100175	Architect III	1	16	58,970	94,260			Exempt
100470	Architect IV	1	17	63,000	100,800			Exempt
100177	Archivist	1	11	40,005	64,000			Exempt
100284	Arts Manager	1	15	55,210	88,500	S	U	Exempt
600801	Asphalt Plant Operator I	1	8	31,180	49,850			Nonexempt
600802	Asphalt Plant Operator II	1	9	33,770	53,980			Nonexempt
700904	Assistant Animal Services Supervisor	1	11	40,005	64,000			Exempt
000059	Assistant Chief Of Police	3	7	104,426	121,101			Exempt
100181	Assistant City Attorney I	1	15	55,210	88,500	L	U	Exempt
100182	Assistant City Attorney II	1	18	67,350	107,670	L	U	Exempt
100183	Assistant City Attorney III	1	20	76,000	121,500	L	U	Exempt
100477	Assistant City Auditor / Audit Analyst	1	13	46,885	74,950		U	Exempt
100415	Assistant City Auditor I	1	10	36,605	58,520		U	Exempt
100416	Assistant City Auditor II	1	14	51,000	82,700		U	Exempt
800023	Assistant City Clerk / Support Technician	1	5	24,685	39,500		U	Nonexempt
000088	Assistant City Engineer	1	18	67,350	107,670			Exempt
000034	Assistant City Surveyor	1	15	55,210	88,500			Exempt
CA0012	Assistant Commonwealth's Attorney I	CWA	9	53,282	84,719	C	U	Exempt
CA0013	Assistant Commonwealth's Attorney II	CWA	10	62,408	99,226	C	U	Exempt
CA0014	Assistant Commonwealth's Attorney III	CWA	11	73,155	116,317	C	U	Exempt
000013	Assistant Director	1	21	79,375	129,500	S	U	Exempt
000804	Assistant Facilities Maintenance Manager	1	16	58,970	94,260			Exempt
300601	Assistant Fire Chief	4	10	87,916	107,118			Exempt
200407	Assistant Fire Marshal	4	6	50,286	72,829			Nonexempt
000020	Assistant Fleet Maintenance Manager	1	15	55,210	88,500			Exempt
SC0012	Assistant Inmate Classification Manager	SHC	11	42,155	67,011	C	U	Exempt
SC0007	Assistant Procurement Specialist	SHC	9	35,706	56,760	C	U	Exempt
000027	Assistant Streets Engineer	1	15	55,210	88,500			Exempt
000029	Assistant Superintendent of Utility Division	1	16	58,970	94,260			Exempt

Alphabetical Classification Listing
Effective July 1, 2014

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000026	Assistant Superintendent of Waste Management	1	16	58,970	94,260			Exempt
700901	Assistant Supervisor of Animal Services	1	12	43,470	69,500			Nonexempt
100426	Assistant to the City Manager	1	20	76,000	121,500	E	U	Exempt
700958	Athletics Groundskeeper	1	7	28,815	46,100			Nonexempt
100200	Auditor I	1	12	43,470	69,500			Exempt
100201	Auditor II	1	14	51,000	82,700			Exempt
100202	Auditor Supervisor	1	16	58,970	94,260			Exempt
600807	Autobody Repair Mechanic	1	7	28,815	46,100			Nonexempt
600817	Automotive Mechanic	1	8	31,180	49,850			Nonexempt
600813	Automotive Operations Manager	1	12	43,470	69,500			Exempt
800044	Automotive Repair Technician	1	8	31,180	49,850			Nonexempt
600821	Automotive Service Attendant	1	5	24,685	39,500			Nonexempt
300609	Battalion Fire Chief	4	9	72,359	97,315			Exempt
800015	Benefit Programs Specialist I	1	8	31,180	49,850			Nonexempt
100198	Benefit Programs Specialist II	1	9	33,770	53,980			Nonexempt
100199	Benefit Programs Specialist, Senior	1	10	36,605	58,520			Nonexempt
200540	Benefit Programs Supervisor	1	12	43,470	69,500			Exempt
100159	Box Office Manager	1	13	46,885	74,950			Exempt
100205	Box Office Supervisor	1	9	33,770	53,980			Exempt
600822	Bricklayer	1	7	28,815	46,100			Nonexempt
200454	Bridge Inspection Supervisor	1	11	40,005	64,000			Nonexempt
700905	Bridge Maintenance Supervisor	1	10	36,605	58,520			Nonexempt
800033	Broadcast Production Assistant	1	5	24,685	39,500			Nonexempt
100453	Budget & Policy Analyst	1	13	46,885	74,950			Exempt
100452	Budget & Policy Analyst, Senior	1	14	51,000	82,700			Exempt
100215	Budget Team Leader	1	18	67,350	107,670			Exempt
100454	Budget Technician	1	9	33,770	53,980			Nonexempt
700903	Building / Equipment Maintenance Supervisor	1	10	36,605	58,520			Nonexempt
100460	Bureau Manager	1	18	67,350	107,670	S	U	Exempt
H00041	Business Analyst	2	H5	20.00	45.00			Nonexempt
100191	Business Development Consultant	1	13	46,885	74,950			Exempt
100192	Business Development Manager	1	16	58,970	94,260	S	U	Exempt
100323	Business Manager	1	13	46,885	74,950			Exempt
200406	Business Process Management Analyst	1	14	51,000	82,700			Exempt
100209	Buyer I	1	9	33,770	53,980			Exempt
100210	Buyer II	1	12	43,470	69,500			Exempt
100870	Capacity Analyst	1	13	46,885	74,950			Exempt
600824	Carpenter I	1	7	28,815	46,100			Nonexempt
600825	Carpenter II	1	8	31,180	49,850			Nonexempt
100503	Case Manager I	1	7	28,815	46,100			Nonexempt
100484	Case Manager II	1	9	33,770	53,980			Nonexempt
100485	Case Manager III	1	11	40,005	64,000			Nonexempt
100486	Case Manager IV	1	12	43,470	69,500			Exempt
100169	Cash & Investments Analyst	1	13	46,885	74,950			Exempt
CC0011	Cashier - CC	CCC	2	26,657	42,618	C	U	Nonexempt
700906	Cemetery Manager I	1	6	26,900	43,000			Nonexempt
700907	Cemetery Manager II	1	9	33,770	53,980			Nonexempt
CR0006	Chief Deputy - COR	COR	6	67,468	118,743	C	U	Exempt
CC0002	Chief Deputy Circuit Court	CCC	9	67,468	118,743	C	U	Exempt
100282	Chief Deputy City Attorney	1	25	100,205	166,000	L	U	Exempt
100278	Chief Deputy City Clerk	1	15	55,210	88,500		U	Exempt
000004	Chief Deputy City Manager	1	27	121,250	196,500	E	U	Exempt
CA0016	Chief Deputy Commonwealth's Attorney	CWA	13	95,519	151,877	C	U	Exempt
200421	Chief Deputy Real Estate Assessor	1	20	76,000	121,500	S	U	Exempt
TR0012	Chief Deputy Treasurer	TRO	7	62,332	99,645	C	U	Exempt
000072	Chief Information Officer	1	25	100,205	166,000	E	U	Exempt
000815	Chief Medical Officer	1	29	N/R	N/R	S	U	Exempt
800701	Chief of Construction Operations	1	16	58,970	94,260			Exempt
000066	Chief of Fire-Rescue	1	25	100,205	166,000	E	U	Exempt
000816	Chief of Nursing	1	16	58,970	94,260			Exempt
000040	Chief of Police	1	25	100,205	166,000	E	U	Exempt

Alphabetical Classification Listing
Effective July 1, 2014

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
600830	Chief Operating Engineer-HVAC	1	14	51,000	82,700			Exempt
000005	Chief Resilience Officer	1	26	110,250	180,500	E	U	Exempt
100234	Chief Training Officer-CES	1	12	43,470	69,500			Exempt
800028	Chief Waterworks Operator	1	13	46,885	74,950			Nonexempt
100230	Child Counselor I	1	7	28,815	46,100			Nonexempt
100238	Child Counselor II	1	9	33,770	53,980			Nonexempt
100239	Child Counselor III	1	11	40,005	64,000			Nonexempt
500714	Citizen Service Advisor I	1	5	24,685	39,500			Nonexempt
500715	Citizen Service Advisor II	1	7	28,815	46,100			Nonexempt
500716	Citizen Service Advisor III	1	9	33,770	53,980			Nonexempt
000110	City Assessor	1	22	83,400	137,500	CA	U	Exempt
000042	City Attorney	1	28	138,000	220,000	CA	U	Exempt
000044	City Auditor	1	20	76,000	121,500	CA	U	Exempt
000046	City Clerk	1	22	83,400	137,500	CA	U	Exempt
100480	City Controller	1	18	67,350	107,670	S	U	Exempt
100479	City Economist	1	18	67,350	107,670			Exempt
000049	City Engineer	1	21	79,375	129,500	S	U	Exempt
700910	City Forester	1	14	51,000	82,700			Exempt
100311	City Historian	1	12	43,470	69,500			Exempt
000050	City Manager	1	29	N/R	N/R	CA	U	Exempt
100248	City Planner I	1	11	40,005	64,000			Exempt
100249	City Planner II	1	13	46,885	74,950			Exempt
100250	City Planning Manager	1	17	63,000	100,800	S	U	Exempt
200425	City Planning Technician	1	9	33,770	53,980			Nonexempt
100379	City Safety Officer	1	14	51,000	82,700			Exempt
100252	City Surveyor	1	18	67,350	107,670	S	U	Exempt
100233	City Transportation Engineer	1	20	76,000	121,500	S	U	Exempt
TR0013	City Treasurer	TRO	8	85,829	136,468	C	U	Exempt
100162	City Wellness Coordinator	1	13	46,885	74,950			Exempt
100255	Civil Engineer I	1	12	43,470	69,500			Exempt
100256	Civil Engineer II	1	14	51,000	82,700			Exempt
100257	Civil Engineer III	1	15	55,210	88,500			Exempt
100258	Civil Engineer IV	1	16	58,970	94,260			Exempt
100259	Civil Engineer V	1	17	63,000	100,800			Exempt
CC0001	Clerk of the Circuit Court	CCC	10	85,829	136,468	C	U	Exempt
100517	Clinical Coordinator	1	14	51,000	82,700			Exempt
100518	Clinical Supervisor	1	15	55,210	88,500			Exempt
100487	Clinician	1	12	43,470	69,500			Exempt
000095	Code Official	1	20	76,000	121,500	S	U	Exempt
200485	Codes Enforcement Team Leader	1	13	46,885	74,950			Exempt
800046	Codes Records & Research Manager	1	14	51,000	82,700			Exempt
800006	Codes Specialist	1	9	33,770	53,980			Nonexempt
100262	Collection Coordinator	1	11	40,005	64,000			Exempt
CR0007	Commissioner of the Revenue	COR	7	85,829	136,468	C	U	Exempt
CA0017	Commonwealth's Attorney	CWA	14	134,685	214,150	C	U	Exempt
000116	Community Assessment Team Coordinator	1	11	40,005	64,000			Exempt
000830	Community Support Services Director	1	20	76,000	121,500	S	U	Exempt
200552	Compliance Inspector	1	10	36,605	58,520			Nonexempt
400550	Compliance Specialist	1	9	33,770	53,980			Exempt
CC0004	Comptroller - CC	CCC	8	58,373	93,316	C	U	Exempt
200432	Computer Operations Supervisor	1	13	46,885	74,950			Exempt
100213	Concrete Finisher	1	6	26,900	43,000			Nonexempt
200461	Construction Inspector I	1	8	31,180	49,850			Nonexempt
200462	Construction Inspector II	1	10	36,605	58,520			Nonexempt
200463	Construction Inspector III	1	12	43,470	69,500			Nonexempt
100488	Consumer Relations Specialist	1	13	46,885	74,950			Exempt
000805	Contract Administrator	1	14	51,000	82,700			Exempt
100370	Contract Monitoring Specialist	1	11	40,005	64,000			Exempt
700912	Cook	1	2	19,705	31,505			Nonexempt
SC0019	Corrections Director	SHC	16	52,753	83,861	C	U	Exempt
100502	Counselor I	1	7	28,815	46,100			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100489	Counselor II	1	9	33,770	53,980			Nonexempt
100490	Counselor III	1	11	40,005	64,000			Nonexempt
100491	Counselor IV	1	12	43,470	69,500			Exempt
400651	Creative Designer & Production Manager	1	12	43,470	69,500			Nonexempt
700914	Crew Leader I	1	7	28,815	46,100			Nonexempt
700915	Crew Leader II	1	8	31,180	49,850			Nonexempt
400652	Criminal Docket Specialist	1	9	33,770	53,980			Nonexempt
200531	Cross-Connection Specialist	1	8	31,180	49,850			Nonexempt
100272	Curator	1	12	43,470	69,500			Exempt
700920	Custodian	1	1	18,315	29,500			Nonexempt
800610	Customer Service Manager	1	18	67,350	107,670	S	U	Exempt
800018	Customer Service Representative	1	3	21,222	33,930			Nonexempt
TR0001	Customer Service Representative-TR	TRO	1	24,683	39,458	C	U	Nonexempt
500717	Data Processing Assistant I	1	3	21,222	33,930			Nonexempt
500718	Data Processing Assistant II	1	4	22,875	36,570			Nonexempt
500719	Data Processing Assistant III	1	5	24,685	39,500			Nonexempt
200445	Data Quality Control Analyst	1	7	28,815	46,100			Nonexempt
200443	Data Quality Control Manager	1	9	33,770	53,980			Nonexempt
100273	Database Administrator	1	16	58,970	94,260			Exempt
000270	Database Manager	1	18	67,350	107,670			Exempt
100411	Debt Management Specialist	1	14	51,000	82,700			Exempt
100414	Debt Manager	1	16	58,970	94,260			Exempt
100481	Demographer	1	14	51,000	82,700			Exempt
100275	Deputy City Attorney I	1	22	83,400	137,500	L	U	Exempt
100276	Deputy City Attorney II	1	23	87,935	146,500	L	U	Exempt
100417	Deputy City Auditor	1	16	58,970	94,260		U	Exempt
100425	Deputy City Clerk / Administrative Analyst I	1	14	51,000	82,700		U	Exempt
100420	Deputy City Clerk / Assistant to the Mayor	1	11	40,005	64,000		U	Exempt
100473	Deputy City Clerk / Executive Assistant to the Mayor	1	20	76,000	121,500	E	U	Exempt
500773	Deputy City Clerk / Secretary	1	9	33,770	53,980		U	Nonexempt
500768	Deputy City Clerk / Secretary to the Mayor	1	12	43,470	69,500		U	Nonexempt
500764	Deputy City Clerk / Senior Secretary	1	10	36,605	58,520		U	Nonexempt
500772	Deputy City Clerk / Stenographic Reporter	1	8	31,180	49,850		U	Nonexempt
000002	Deputy City Manager	1	26	110,250	180,500	E	U	Exempt
CC0012	Deputy Clerk I - CC	CCC	1	24,683	39,458	C	U	Nonexempt
CC0010	Deputy Clerk II - CC	CCC	2	26,657	42,618	C	U	Nonexempt
CC0009	Deputy Clerk III - CC	CCC	3	28,816	46,065	C	U	Nonexempt
000092	Deputy Code Official	1	15	55,210	88,500			Exempt
CA0015	Deputy Commonwealth's Attorney	CWA	12	85,829	136,468	C	U	Exempt
300606	Deputy Fire Chief	4	11	92,294	112,451			Exempt
200470	Deputy Fire Marshal	4	8	57,735	83,619			Nonexempt
CR0001	Deputy I - COR	COR	1	26,657	53,979	C	U	Nonexempt
CR0002	Deputy II - COR	COR	2	33,458	67,985	C	U	Nonexempt
CR0003	Deputy III - COR	COR	3	42,525	76,993	C	U	Exempt
100203	Deputy Registrar / Elections Administrator	1	11	40,005	64,000			Exempt
SS0002	Deputy Sheriff	SHF	2	33,637	52,827	C	U	Nonexempt
SS0007	Deputy Sheriff (Captain)	SHF	6	51,580	81,351	C	U	Nonexempt
SS0010	Deputy Sheriff (Colonel)	SHF	9	65,529	103,525	C	U	Nonexempt
SS0004	Deputy Sheriff (Corporal)	SHF	3	36,974	58,130	C	U	Nonexempt
SS0009	Deputy Sheriff (Lieutenant Colonel)	SHF	8	62,461	98,647	C	U	Nonexempt
SS0006	Deputy Sheriff (Lieutenant)	SHF	5	44,707	70,422	C	U	Nonexempt
SS0008	Deputy Sheriff (Major)	SHF	7	54,105	85,370	C	U	Nonexempt
SS0003	Deputy Sheriff (Master)	SHF	2	33,637	52,827	C	U	Nonexempt
SS0005	Deputy Sheriff (Sergeant)	SHF	4	42,630	67,121	C	U	Nonexempt
800049	Detention Center Assistant Superintendent	1	14	51,000	82,700			Exempt
100244	Detention Center Superintendent	1	18	67,350	107,670	S	U	Exempt
800048	Detention Center Supervisor	1	12	43,470	69,500			Exempt
500725	Direct Support Professional I	1	5	24,685	39,500			Nonexempt
500726	Direct Support Professional II	1	6	26,900	43,000			Nonexempt
000575	Director of Budget & Strategic Planning	1	24	92,800	156,000	E	U	Exempt
000075	Director of City Planning	1	24	92,800	156,000	E	U	Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
CA0011	Director of Communications - CWA	CWA	7	45,240	72,316	C	U	Exempt
000065	Director of Cultural Facilities, Arts, & Entertainment	1	24	92,800	156,000	E	U	Exempt
000067	Director of Development	1	24	92,800	156,000	E	U	Exempt
000068	Director of Finance	1	24	92,800	156,000	E	U	Exempt
000069	Director of General Services	1	24	92,800	156,000	E	U	Exempt
000070	Director of Human Resources	1	24	92,800	156,000	E	U	Exempt
000071	Director of Human Services	1	24	92,800	156,000	E	U	Exempt
000003	Director of Intergovernmental Relations	1	20	76,000	121,500	E	U	Exempt
000073	Director of Libraries	1	24	92,800	156,000	E	U	Exempt
000084	Director of Maritime Center	1	24	92,800	156,000	E	U	Exempt
000074	Director of Neighborhood Development	1	24	92,800	156,000	E	U	Exempt
000076	Director of Public Works	1	24	92,800	156,000	E	U	Exempt
000081	Director of Recreation, Parks, & Open Space	1	24	92,800	156,000	E	U	Exempt
000056	Director of the Office of Emergency Preparedness & Response	1	24	92,800	156,000	E	U	Exempt
000121	Director of the Office to End Homelessness	1	20	76,000	121,500	E	U	Exempt
000142	Director of the Virginia Zoological Park	1	24	92,800	156,000	E	U	Exempt
000077	Director of Utilities	1	24	92,800	156,000	E	U	Exempt
100295	Disability Case Manager	1	12	43,470	69,500			Exempt
100465	Division Head	1	16	58,970	94,260	S	U	Exempt
TR0011	Division Manager - TR	TRO	5	51,309	82,024	C	U	Exempt
100492	Early Childhood Special Educator	1	14	51,000	82,700			Exempt
100456	Economic & Policy Analyst	1	13	46,885	74,950			Exempt
100457	Economic & Policy Analyst, Senior	1	14	51,000	82,700			Exempt
100449	Economic Forecast Specialist	1	14	51,000	82,700			Exempt
100245	Education Manager	1	14	51,000	82,700			Exempt
SC0013	Education Program Manager	SHC	11	42,155	67,011	C	U	Exempt
SC0008	Education Programs Specialist	SHC	10	38,236	60,781	C	U	Exempt
800010	Education Specialist	1	7	28,815	46,100			Nonexempt
H00004	Election Assistant	2	H4	12.00	29.00			Nonexempt
800011	Election Assistant I	1	2	19,705	31,505			Nonexempt
500759	Election Assistant II	1	4	22,875	36,570			Nonexempt
800009	Election Assistant III	1	5	24,685	39,500			Nonexempt
600834	Electrician I	1	6	26,900	43,000			Nonexempt
600835	Electrician II	1	8	31,180	49,850			Nonexempt
600836	Electrician III	1	9	33,770	53,980			Nonexempt
600837	Electrician IV	1	10	36,605	58,520			Nonexempt
SC0005	Electronic Surveillance Supervisor	SHC	7	33,030	52,505	C	U	Exempt
600840	Electronics Technician I	1	8	31,180	49,850			Nonexempt
600841	Electronics Technician II	1	9	33,770	53,980			Nonexempt
700990	Elephant Manager	1	11	40,005	64,000			Nonexempt
100493	Emergency Services Counselor	1	12	43,470	69,500			Exempt
700922	Engineering Aide	1	4	22,875	36,570			Nonexempt
000085	Engineering Manager	1	20	76,000	121,500	S	U	Exempt
200437	Engineering Technician I	1	8	31,180	49,850			Nonexempt
200438	Engineering Technician II	1	9	33,770	53,980			Nonexempt
200439	Engineering Technician III	1	10	36,605	58,520			Nonexempt
200440	Engineering Technician IV	1	11	40,005	64,000			Nonexempt
100297	Enterprise Controller	1	16	58,970	94,260			Exempt
100299	Environmental Engineer	1	14	51,000	82,700			Exempt
700991	Environmental Health Assistant I	1	3	21,222	33,930			Nonexempt
700992	Environmental Health Assistant II	1	4	22,875	36,570			Nonexempt
000100	Environmental Services Manager	1	19	71,500	114,000	S	U	Exempt
200452	Environmental Specialist I	1	9	33,770	53,980			Nonexempt
200453	Environmental Specialist II	1	11	40,005	64,000			Nonexempt
700924	Equipment Operator I	1	3	21,222	33,930			Nonexempt
700925	Equipment Operator II	1	5	24,685	39,500			Nonexempt
700926	Equipment Operator III	1	7	28,815	46,100			Nonexempt
700927	Equipment Operator IV	1	8	31,180	49,850			Nonexempt
800402	Event Coordinator	1	12	43,470	69,500			Exempt
000082	Event Manager	1	14	51,000	82,700			Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
800405	Event Support Crew Member I	1	2	19,705	31,505			Nonexempt
800406	Event Support Crew Member II	1	3	21,222	33,930			Nonexempt
000158	Executive Director - Slover Library	1	21	79,375	129,500	E	U	Exempt
000831	Executive Director CSB	1	24	92,800	156,000	E	U	Exempt
000087	Executive Manager of Retirement Systems	1	20	76,000	121,500	S	U	Exempt
CA0010	Executive Secretary/Assistant - CWA	CWA	7	45,240	72,316	C	U	Nonexempt
100871	Facilities Maintenance Manager	1	19	71,500	114,000	S	U	Exempt
800521	Facilities Manager	1	13	46,885	74,950			Exempt
100483	Family Development Specialist	1	10	36,605	58,520			Exempt
800052	Family Services Associate	1	7	28,815	46,100			Nonexempt
100364	Family Services Supervisor	1	14	51,000	82,700			Exempt
100366	Family Services Worker I	1	9	33,770	53,980			Nonexempt
100367	Family Services Worker II	1	11	40,005	64,000			Nonexempt
200404	Family Services Worker III	1	12	43,470	69,500			Exempt
000047	Financial Operations Manager	1	15	55,210	88,500			Exempt
300611	Fire Captain	4	8	57,735	83,619			Nonexempt
200471	Fire Inspector	4	5	45,376	69,046			Nonexempt
300612	Fire Lieutenant	4	6	50,286	72,829			Nonexempt
300602	Fire/Paramedic Lieutenant	4	7	52,835	76,520			Nonexempt
300614	Firefighter EMT	4	2	41,168	51,415			Nonexempt
300617	Firefighter EMT-Enhanced	4	3	38,228	58,170			Nonexempt
300643	Firefighter EMT-I	4	4	39,284	59,777			Nonexempt
300616	Firefighter EMT-P	4	5	45,376	69,046			Nonexempt
300604	Firefighter Recruit	4	1	36,617	36,617			Nonexempt
000090	Fiscal Manager I	1	13	46,885	74,950			Exempt
800504	Fiscal Manager II	1	14	51,000	82,700			Exempt
100371	Fiscal Monitoring Specialist I	1	11	40,005	64,000			Exempt
100372	Fiscal Monitoring Specialist II	1	13	46,885	74,950			Exempt
100167	Fiscal Systems Analyst	1	14	51,000	82,700			Exempt
100471	Fiscal Systems Manager	1	16	58,970	94,260			Exempt
600819	Fleet Coordinator	1	11	40,005	64,000			Exempt
SC0022	Fleet Coordinator - SC	SHC	4	28,500	45,500	C	U	Nonexempt
000091	Fleet Maintenance Manager	1	19	71,500	114,000	S	U	Exempt
700911	Food Service Manager	1	11	40,005	64,000			Exempt
700929	Forestry Crew Leader	1	9	33,770	53,980			Nonexempt
700930	Forestry Supervisor	1	13	46,885	74,950			Exempt
100314	Fraud Investigator	1	9	33,770	53,980			Nonexempt
TR0009	Fraud Investigator - TR	TRO	4	48,159	76,993	C	U	Nonexempt
200542	Fraud Supervisor	1	12	43,470	69,500			Exempt
700988	General Utility Maintenance Supervisor	1	13	46,885	74,950			Exempt
800040	Geographic Information Systems Specialist I	1	10	36,605	58,520			Nonexempt
800555	Geographic Information Systems Specialist II	1	12	43,470	69,500			Exempt
800556	Geographic Information Systems Specialist III	1	14	51,000	82,700			Exempt
800557	Geographic Information Systems Team Supervisor	1	16	58,970	94,260			Exempt
200418	Geographic Information Systems Technician I	1	9	33,770	53,980			Nonexempt
100423	Geographic Information Systems Technician II	1	11	40,005	64,000			Exempt
200419	Grants & Development Coordinator	1	14	51,000	82,700			Exempt
100450	Grants Management Assistant	1	12	43,470	69,500			Exempt
100451	Grants Team Leader	1	18	67,350	107,670			Exempt
SC0009	Grievance Coordinator	SHC	10	38,236	60,781	C	U	Nonexempt
700933	Groundskeeper	1	3	21,222	33,930			Nonexempt
700931	Groundskeeper Crew Leader	1	7	28,815	46,100			Nonexempt
100164	Health & Fitness Facilitator	1	10	36,605	58,520			Exempt
700935	Horticulture Technician	1	5	24,685	39,500			Nonexempt
700937	Horticulturist	1	12	43,470	69,500			Exempt
SC0016	Human Resources & Budget Director	SHC	14	48,799	77,575	C	U	Exempt
800500	Human Resources Administrator	1	14	51,000	82,700			Exempt
800349	Human Resources Analyst	1	13	46,885	74,950			Exempt
800350	Human Resources Analyst, Senior	1	14	51,000	82,700			Exempt
500781	Human Resources Assistant I	1	6	26,900	43,000			Nonexempt
500782	Human Resources Assistant II	1	7	28,815	46,100			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100476	Human Resources Manager	1	16	58,970	94,260			Exempt
500780	Human Resources Technician	1	9	33,770	53,980			Nonexempt
200446	Human Services Aide	1	5	24,685	39,500			Nonexempt
300618	Humane Officer I	1	7	28,815	46,100			Nonexempt
300619	Humane Officer II	1	10	36,605	58,520			Nonexempt
CC0008	In Court Clerk - CC	CCC	4	33,767	53,979	C	U	Nonexempt
H00019	Information Technology Business Analyst	2	H5	20.00	45.00			Nonexempt
H00037	Information Technology Assistant	2	H5	20.00	45.00			Nonexempt
H00038	Information Technology Intern	2	H4	12.00	29.00			Nonexempt
100168	Information Technology Planner	1	14	51,000	82,700			Exempt
200431	Information Technology Specialist	1	9	33,770	53,980			Nonexempt
SC0020	Information Technology Systems Director	SHC	17	58,962	94,258	C	U	Exempt
200400	Information Technology Telecommunications Analyst I	1	11	40,005	64,000			Exempt
200401	Information Technology Telecommunications Analyst II	1	13	46,885	74,950			Exempt
200402	Information Technology Telecommunications Analyst III	1	16	58,970	94,260			Exempt
200551	Information Technology Telecommunications Technician	1	11	40,005	64,000			Nonexempt
800021	Information Technology Trainer	1	12	43,470	69,500			Nonexempt
800020	Information Technology Training Coordinator	1	13	46,885	74,950			Exempt
SC0015	Inmate Classification Manager	SHC	13	46,476	73,880	C	U	Exempt
SC0010	Inmate Classification Specialist	SHC	10	38,236	60,781	C	U	Exempt
SC0023	Inmate Rehabilitation Coordinator	SHC	12	44,000	70,500	C	U	Nonexempt
700939	Instrument Technician	1	8	31,180	49,850			Nonexempt
SC0024	Investigations Director	SHC	14	48,799	77,575	C	U	Exempt
300626	Kennel Supervisor	1	8	31,180	49,850			Nonexempt
200498	Landscape Coordinator I	1	10	36,605	58,520			Nonexempt
200499	Landscape Coordinator II	1	11	40,005	64,000			Nonexempt
700913	Laundry Worker	1	1	18,315	29,500			Nonexempt
100316	Law Clerk	1	12	43,470	69,500			Nonexempt
H00018	Law Intern	2	H4	12.00	29.00			Nonexempt
700999	Lead Zookeeper	1	9	33,770	53,980			Nonexempt
100318	Legal Administrator	1	15	55,210	88,500			Exempt
CA0009	Legal Administrator - CWA	CWA	8	51,448	82,315	C	U	Exempt
500735	Legal Assistant	1	11	40,005	64,000			Nonexempt
CA0008	Legal Assistant - CWA	CWA	6	39,715	63,486	C	U	Nonexempt
400655	Legal Coordinator I	1	11	40,005	64,000	L	U	Nonexempt
400656	Legal Coordinator II	1	13	46,885	74,950	L	U	Nonexempt
SC0017	Legal Counsel	SHC	15	50,242	79,873	C	U	Exempt
500740	Legal Secretary I	1	7	28,815	46,100			Nonexempt
CA0006	Legal Secretary I - CWA	CWA	2	28,816	46,066	C	U	Nonexempt
500741	Legal Secretary II	1	9	33,770	53,980			Nonexempt
CA0007	Legal Secretary II - CWA	CWA	4	33,766	53,484	C	U	Nonexempt
H00030	Legislative Services Aide	2	H1	7.25	12.00			Nonexempt
100320	Librarian I	1	11	40,005	64,000			Exempt
100321	Librarian II	1	13	46,885	74,950			Exempt
100322	Librarian III	1	14	51,000	82,700			Exempt
H00025	Library Aide	2	H1	7.25	12.00			Nonexempt
400665	Library Assistant I	1	3	21,222	33,930			Nonexempt
400666	Library Assistant II	1	4	22,875	36,570			Nonexempt
400660	Library Associate I	1	8	31,180	49,850			Nonexempt
400661	Library Associate II	1	9	33,770	53,980			Nonexempt
400667	Library Manager	1	18	67,350	107,670			Exempt
200474	License Inspector I	1	8	31,180	49,850			Nonexempt
200475	License Inspector II	1	9	33,770	53,980			Nonexempt
400681	Licensed Practical Nurse	1	6	26,900	43,000			Nonexempt
700941	Lifeguard	1	4	22,875	36,570			Nonexempt
000097	MacArthur Memorial Director	1	18	67,350	107,670	S	U	Exempt
SC0025	Maintenance Mechanic - SC	SHC	4	28,500	45,000	C	U	Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
700942	Maintenance Mechanic I	1	6	26,900	43,000			Nonexempt
700943	Maintenance Mechanic II	1	7	28,815	46,100			Nonexempt
700944	Maintenance Mechanic III	1	9	33,770	53,980			Nonexempt
600846	Maintenance Shop Manager	1	13	46,885	74,950			Exempt
700946	Maintenance Supervisor I	1	11	40,005	64,000			Exempt
700947	Maintenance Supervisor II	1	12	43,470	69,500			Exempt
700949	Maintenance Worker I	1	2	19,705	31,505			Nonexempt
700950	Maintenance Worker II	1	3	21,222	33,930			Nonexempt
100171	Management Analyst I	1	11	40,005	64,000			Exempt
100172	Management Analyst II	1	13	46,885	74,950			Exempt
100173	Management Analyst III	1	14	51,000	82,700			Exempt
100319	Management Services Administrator	1	18	67,350	107,670	S	U	Exempt
000251	Manager of Broadcast Services	1	16	58,970	94,260	S	U	Exempt
100875	Manager of Budget & Accounting	1	18	67,350	107,670	S	U	Exempt
100482	Manager of Emergency Communications	1	16	58,970	94,260			Exempt
000806	Manager of Environmental Protection Programs	1	20	76,000	121,500	E	U	Exempt
000157	Manager of Public Relations	1	16	58,970	94,260	S	U	Exempt
000252	Manager of Publications & Direct Communications	1	16	58,970	94,260	S	U	Exempt
000807	Manager of Special Events	1	16	58,970	94,260	S	U	Exempt
000327	Manager of the Office of Cultural Affairs & Special Events	1	20	76,000	121,500	S	U	Exempt
100247	Manager of Visitor Marketing	1	14	51,000	82,700			Exempt
100265	Manager of Visitor Services	1	12	43,470	69,500			Exempt
H00027	Maritime Center Specialist I	2	H1	7.25	12.00			Nonexempt
H00028	Maritime Center Specialist II	2	H2	8.00	18.00			Nonexempt
H00029	Maritime Center Specialist III	2	H3	8.50	25.00			Nonexempt
100412	Media Production Specialist	1	12	43,470	69,500			Exempt
100496	Medical Records Administrator	1	11	40,005	64,000			Exempt
500743	Medical Records Technician	1	9	33,770	53,980			Nonexempt
100494	Mental Health Professional	1	11	40,005	64,000			Nonexempt
700952	Messenger/Driver	1	2	19,705	31,505			Nonexempt
300621	Meter Monitor	1	3	21,222	33,930			Nonexempt
800449	Microcomputer Systems Analyst	1	10	36,605	58,520			Nonexempt
SC0006	Microcomputer Systems Analyst - SC	SHC	8	34,681	55,130	C	U	Nonexempt
200451	Microcomputer Systems Team Supervisor	1	16	58,970	94,260			Exempt
500745	Micrographics Technician	1	4	22,875	36,570			Nonexempt
H00013	Municipal Intern I	2	H1	7.25	12.00			Nonexempt
H00014	Municipal Intern II	2	H2	8.00	18.00			Nonexempt
H00047	Municipal Intern III	2	H3	8.50	25.00			Nonexempt
300640	Museum Attendant	1	4	22,875	36,570			Nonexempt
000298	Neighborhood Development Administrator	1	19	71,500	114,000	S	U	Exempt
200482	Neighborhood Development Specialist	1	11	40,005	64,000			Exempt
000297	Neighborhood Services Manager	1	15	55,210	88,500			Exempt
SC0018	Network Engineer - SC	SHC	16	52,753	83,861	C	U	Exempt
800544	Network Engineer I	1	10	36,605	58,520			Nonexempt
800546	Network Engineer II	1	14	51,000	82,700			Exempt
800545	Network Engineer III	1	16	58,970	94,260			Exempt
200403	Network Engineer IV	1	18	67,350	107,670			Exempt
800547	Network Security Engineer	1	16	58,970	94,260			Exempt
100522	Nurse Coordinator - Supervisor	1	13	46,885	74,950			Exempt
100523	Nurse Practitioner	1	20	76,000	121,500	S	U	Exempt
500750	Office Assistant	1	2	19,705	31,505			Nonexempt
500755	Office Manager	1	9	33,770	53,980			Exempt
TR0010	Office Manager - TR	TRO	4	48,159	76,993	C	U	Exempt
600852	Operating Engineer I	1	6	26,900	43,000			Nonexempt
600853	Operating Engineer II	1	9	33,770	53,980			Nonexempt
700940	Operations Apprentice	1	2	19,705	31,505			Nonexempt
100300	Operations Controller	1	16	58,970	94,260			Exempt
000113	Operations Manager	1	14	51,000	82,700			Exempt
300638	Operations Officer I	1	5	24,685	39,500			Nonexempt
300642	Operations Officer II	1	7	28,815	46,100			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
600855	Painter I	1	6	26,900	43,000			Nonexempt
600856	Painter II	1	8	31,180	49,850			Nonexempt
CA0005	Paralegal - CWA	CWA	4	33,766	53,484	C	U	Nonexempt
400674	Paralegal Claims Investigator	1	12	43,470	69,500	L	U	Nonexempt
400678	Paralegal Generalist	1	9	33,770	53,980	L	U	Nonexempt
000107	Parking Administrator	1	14	51,000	82,700			Exempt
H00035	Parking Attendant	2	H1	7.25	12.00			Nonexempt
000010	Parking Director	1	18	67,350	107,670	S	U	Exempt
100340	Parking Manager	1	12	43,470	69,500			Exempt
H00040	Parking Operations Supervisor	2	H3	8.50	25.00			Nonexempt
100387	Parking Supervisor	1	9	33,770	53,980			Exempt
SC0026	Payroll & Benefits Coordinator	SHC	8	34,681	55,130	C	U	Nonexempt
100157	Payroll Manager	1	14	51,000	82,700			Exempt
800042	Payroll Specialist	1	11	40,005	64,000			Exempt
100500	Peer Counselor I	1	8	31,180	49,850			Nonexempt
100501	Peer Counselor II	1	9	33,770	53,980			Nonexempt
200510	Permit Technician	1	7	28,815	46,100			Nonexempt
200511	Permits Specialist	1	10	36,605	58,520			Nonexempt
200512	Permits Specialist, Senior	1	12	43,470	69,500			Nonexempt
800347	Personnel Specialist	1	11	40,005	64,000			Exempt
000820	Pharmacist	1	29	N/R	N/R	S	U	Exempt
000851	Physician	1	29	N/R	N/R	S	U	Exempt
600860	Plumber	1	7	28,815	46,100			Nonexempt
600861	Plumber, Senior	1	8	31,180	49,850			Nonexempt
300623	Police Captain	3	6	83,915	97,315			Exempt
300624	Police Corporal	3	3	49,647	66,408			Nonexempt
400672	Police Identification Clerk	1	5	24,685	39,500			Nonexempt
300625	Police Lieutenant	3	5	73,154	84,670			Exempt
300630	Police Officer	3	2	40,981	60,828			Nonexempt
100305	Police Records & Identification Section Supervisor	1	12	43,470	69,500			Exempt
300632	Police Recruit	3	1	37,975	37,975			Nonexempt
300635	Police Sergeant	3	4	57,948	77,571			Nonexempt
100216	Policy Team Leader	1	18	67,350	107,670			Exempt
700951	Pool Manager	1	10	36,605	58,520			Nonexempt
100505	Practice Manager	1	13	46,885	74,950			Exempt
400700	Pre-Trial Probation Officer I	1	9	33,770	53,980			Nonexempt
400701	Pre-Trial Probation Officer II	1	11	40,005	64,000			Nonexempt
000041	Principal Analyst	1	17	63,000	100,800			Exempt
100462	Principal Planner	1	15	55,210	88,500			Exempt
100510	Procurement Specialist	1	14	51,000	82,700			Exempt
SC0011	Procurement Specialist - SC	SHC	10	38,236	60,781	C	U	Exempt
100351	Program Administrator	1	13	46,885	74,950			Exempt
800523	Program Supervisor	1	13	46,885	74,950			Exempt
200515	Programmer/Analyst I	1	11	40,005	64,000			Exempt
200516	Programmer/Analyst II	1	12	43,470	69,500			Exempt
200517	Programmer/Analyst III	1	13	46,885	74,950			Exempt
200518	Programmer/Analyst IV	1	14	51,000	82,700			Exempt
200519	Programmer/Analyst V	1	15	55,210	88,500			Exempt
800570	Programs Manager	1	15	55,210	88,500			Exempt
100268	Project Coordinator	1	13	46,885	74,950			Exempt
100469	Project Manager	1	14	51,000	82,700			Exempt
000063	Property Manager	1	15	55,210	88,500			Exempt
000822	Psychiatrist	1	29	N/R	N/R	S	U	Exempt
000823	Psychologist	1	16	58,970	94,260			Exempt
SC0014	Public Affairs Officer	SHC	11	42,155	67,011	C	U	Exempt
400675	Public Health Aide	1	3	21,222	33,930			Nonexempt
100375	Public Information Specialist I	1	10	36,605	58,520			Exempt
100376	Public Information Specialist II	1	11	40,005	64,000			Exempt
800034	Public Relations Assistant	1	6	26,900	43,000			Nonexempt
100410	Public Relations Specialist	1	12	43,470	69,500			Exempt
H00048	Public Safety Intern	2	H2	8.00	18.00			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200554	Public Safety Telecommunicator I	1	7	28,815	46,100			Nonexempt
200555	Public Safety Telecommunicator II	1	9	33,770	53,980			Nonexempt
200556	Public Safety Telecommunicator III	1	12	43,470	69,500			Nonexempt
200553	Public Safety Telecommunicator Trainee	1	6	26,900	43,000			Nonexempt
100269	Public Services Coordinator	1	11	40,005	64,000			Exempt
000109	Purchasing Agent	1	19	71,500	114,000	S	U	Exempt
800516	Quality Assurance Inspector	1	8	31,180	49,850			Nonexempt
800024	Radio Communications Systems Analyst	1	10	36,605	58,520			Nonexempt
600876	Radio Communications Systems Supervisor	1	14	51,000	82,700			Nonexempt
800025	Radio Communications Systems Technician	1	8	31,180	49,850			Nonexempt
100176	Real Estate Analyst	1	11	40,005	64,000			Exempt
200434	Real Estate Appraisal Team Leader	1	14	51,000	82,700		U	Exempt
200525	Real Estate Appraiser I	1	10	36,605	58,520		U	Nonexempt
200526	Real Estate Appraiser II	1	11	40,005	64,000		U	Nonexempt
200527	Real Estate Appraiser III	1	13	46,885	74,950		U	Nonexempt
200570	Real Estate CAMA Modeler Analyst	1	15	55,210	88,500		U	Exempt
200571	Real Estate Commercial Project Supervisor	1	16	58,970	94,260		U	Exempt
800517	Real Estate Coordinator	1	12	43,470	69,500			Exempt
500756	Records & Information Clerk	1	4	22,875	36,570			Nonexempt
100341	Records Administrator	1	13	46,885	74,950			Exempt
SC0001	Records Clerk	SHC	2	24,647	39,180	C	U	Nonexempt
H00015	Recreation Activity Instructor	2	H3	8.50	25.00			Nonexempt
H00016	Recreation Aide	2	H1	7.25	12.00			Nonexempt
800026	Recreation Specialist	1	8	31,180	49,850			Nonexempt
100355	Recreation Supervisor	1	11	40,005	64,000			Exempt
100357	Recreation Supervisor, Senior	1	13	46,885	74,950			Exempt
800522	Recycling Coordinator	1	14	51,000	82,700			Exempt
700969	Refuse Collection Supervisor	1	9	33,770	53,980			Nonexempt
700967	Refuse Collector Apprentice	1	5	24,685	39,500			Nonexempt
700966	Refuse Collector Assistant	1	4	22,875	36,570			Nonexempt
700970	Refuse Collector, Lead	1	7	28,815	46,100			Nonexempt
700968	Refuse Collector, Senior	1	6	26,900	43,000			Nonexempt
200484	Refuse Inspector	1	8	31,180	49,850			Nonexempt
100358	Registered Nurse	1	11	40,005	64,000			Exempt
000111	Registrar/Elections Administrator	1	22	83,400	137,500		U	Exempt
200605	Reimbursement Specialist	1	9	33,770	53,980			Exempt
800200	Reimbursement Supervisor	1	14	51,000	82,700			Exempt
800201	Reimbursement Technician	1	6	26,900	43,000			Nonexempt
100498	Research Analyst	1	9	33,770	53,980			Exempt
100360	Reservoir Manager	1	11	40,005	64,000			Exempt
900004	Right of Way Permit Supervisor	1	14	51,000	82,700			Exempt
800514	Right of Way Program Manager	1	15	55,210	88,500			Exempt
000112	Risk Manager	1	15	55,210	88,500			Exempt
200528	Safety Specialist	1	10	36,605	58,520			Nonexempt
100217	Sales Representative	1	11	40,005	64,000			Exempt
H00022	School Crossing Guard	2	H4	12.00	29.00			Nonexempt
SC0002	Secretary I	SHC	3	27,174	43,196	C	U	Nonexempt
SC0003	Secretary II	SHC	5	29,959	47,623	C	U	Nonexempt
SC0004	Secretary to the Sheriff	SHC	6	31,457	50,005	C	U	Nonexempt
300639	Security Officer	1	6	26,900	43,000			Nonexempt
100293	Self-Sufficiency Specialist I	1	10	36,605	58,520			Nonexempt
100294	Self-Sufficiency Specialist II	1	11	40,005	64,000			Nonexempt
100292	Self-Sufficiency Specialist, Senior	1	12	43,470	69,500			Nonexempt
100291	Self-Sufficiency Supervisor	1	13	46,885	74,950			Exempt
TR0003	Senior Accounting Technician - TR	TRO	2	26,657	42,618	C	U	Nonexempt
300646	Senior Animal Caretaker	1	4	22,875	36,570			Nonexempt
100428	Senior Assistant to the City Manager	1	21	79,375	129,500	E	U	Exempt
600808	Senior Autobody Repair Mechanic	1	9	33,770	53,980			Nonexempt
800045	Senior Automotive Repair Technician	1	10	36,605	58,520			Nonexempt
100324	Senior Business Development Manager	1	17	63,000	100,800	S	U	Exempt
200502	Senior Business Process Management Analyst	1	18	67,350	107,670			Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200426	Senior City Planning Technician	1	10	36,605	58,520			Nonexempt
800489	Senior Codes Specialist	1	11	40,005	64,000			Nonexempt
200532	Senior Cross-Connection Specialist	1	10	36,605	58,520			Nonexempt
700919	Senior Custodian	1	4	22,875	36,570			Nonexempt
100279	Senior Deputy City Attorney	1	24	92,800	156,000	L	U	Exempt
100461	Senior Design & Rehabilitation Consultant	1	14	51,000	82,700			Exempt
100474	Senior Design/Construction Project Manager	1	16	58,970	94,260			Exempt
500760	Senior Election Assistant	1	7	28,815	46,100			Nonexempt
100253	Senior Exhibits Manager / Designer	1	13	46,885	74,950			Exempt
100166	Senior Information Technology Planner	1	18	67,350	107,670			Exempt
200450	Senior Microcomputer Systems Analyst	1	12	43,470	69,500			Exempt
100459	Senior Neighborhood Development Specialist	1	13	46,885	74,950			Exempt
100467	Senior Planner	1	14	51,000	82,700			Exempt
100404	Senior Projects Manager	1	15	55,210	88,500	S	U	Exempt
600875	Senior Radio Communications Systems Analyst	1	12	43,470	69,500			Nonexempt
100392	Senior Traffic Engineer	1	14	51,000	82,700			Exempt
100391	Senior Transportation Engineer	1	14	51,000	82,700			Exempt
700987	Senior Utility Maintenance Supervisor	1	11	40,005	64,000			Nonexempt
100398	Senior Water Chemist	1	12	43,470	69,500			Exempt
200412	Services & Support Supervisor	1	16	58,970	94,260			Exempt
SC0021	Sheriff	SHC	18	85,829	136,468	C	U	Exempt
800506	Software Analyst	1	13	46,885	74,950			Exempt
000144	Special Assistant to the City Manager	1	20	76,000	121,500	E	U	Exempt
800404	Special Events & Facilities Coordinator	1	12	43,470	69,500			Exempt
SC0027	Staff Accountant	SHC	10	38,236	60,781	C	U	Nonexempt
500700	Staff Technician I	1	7	28,815	46,100			Nonexempt
500701	Staff Technician II	1	8	31,180	49,850			Nonexempt
100427	Stage Crew Chief	1	11	40,005	64,000			Nonexempt
800401	Stage Production Manager	1	12	43,470	69,500			Exempt
500771	Stenographic Reporter	1	7	28,815	46,100			Nonexempt
600883	Storekeeper I	1	4	22,875	36,570			Nonexempt
600884	Storekeeper II	1	6	26,900	43,000			Nonexempt
600885	Storekeeper III	1	7	28,815	46,100			Nonexempt
800513	Storm Water Assistant Superintendent	1	14	51,000	82,700			Exempt
000125	Storm Water Engineer	1	19	71,500	114,000	S	U	Exempt
000031	Storm Water Operations Manager	1	15	55,210	88,500			Exempt
700976	Street Maintenance Supervisor	1	10	36,605	58,520			Nonexempt
000138	Superintendent of the Virginia Zoological Park	1	20	76,000	121,500	S	U	Exempt
000136	Superintendent of Traffic Operations	1	15	55,210	88,500			Exempt
000134	Superintendent of Waste Management	1	19	71,500	114,000	S	U	Exempt
CR0004	Supervising Deputy - COR	COR	4	54,706	87,457	C	U	Exempt
CC0005	Supervising Deputy Clerk - CC	CCC	7	54,706	87,457	C	U	Exempt
600890	Supervising Operating Engineer-HVAC	1	12	43,470	69,500			Exempt
800022	Support Technician	1	5	24,685	39,500			Nonexempt
200544	Survey Party Chief	1	9	33,770	53,980			Nonexempt
200549	Systems Programmer	1	16	58,970	94,260			Exempt
200414	Technical Systems Administrator	1	10	36,605	58,520			Nonexempt
100499	Technology Manager	1	20	76,000	121,500	S	U	Exempt
100430	Therapeutic Recreation Specialist	1	9	33,770	53,980			Nonexempt
H00003	Ticket Sales Supervisor	2	H3	8.50	25.00			Nonexempt
H00010	Ticket Seller	2	H1	7.25	12.00			Nonexempt
H00006	Tour/Information Assistant	2	H1	7.25	12.00			Nonexempt
800510	Towing Operations Manager	1	15	55,210	88,500	S	U	Exempt
100389	Traffic Engineering Assistant	1	13	46,885	74,950			Exempt
800981	Traffic Maintenance Technician I	1	3	21,222	33,930			Nonexempt
700981	Traffic Maintenance Technician II	1	6	26,900	43,000			Nonexempt
700983	Traffic Maintenance Technician III	1	8	31,180	49,850			Nonexempt
700982	Traffic Sign Fabricator I	1	4	22,875	36,570			Nonexempt
700975	Traffic Sign Fabricator II	1	6	26,900	43,000			Nonexempt
800012	Traffic Signal Technician I	1	6	26,900	43,000			Nonexempt
800013	Traffic Signal Technician II	1	7	28,815	46,100			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
800016	Traffic Signal Technician III	1	8	31,180	49,850			Nonexempt
800014	Traffic Signal Technician IV	1	9	33,770	53,980			Nonexempt
900007	Traffic Systems Engineering Technician	1	10	36,605	58,520			Nonexempt
100516	Training Specialist	1	11	40,005	64,000			Nonexempt
700974	Tree Trimmer I	1	5	24,685	39,500			Nonexempt
700984	Tree Trimmer II	1	7	28,815	46,100			Nonexempt
800035	Utility Construction Inspector	1	10	36,605	58,520			Nonexempt
600892	Utility Maintenance Mechanic I	1	6	26,900	43,000			Nonexempt
600893	Utility Maintenance Mechanic II	1	7	28,815	46,100			Nonexempt
600894	Utility Maintenance Mechanic III	1	8	31,180	49,850			Nonexempt
700986	Utility Maintenance Supervisor	1	10	36,605	58,520			Nonexempt
100332	Utility Operations Manager	1	19	71,500	114,000	S	U	Exempt
100394	Utility Planner	1	11	40,005	64,000			Exempt
700996	Veterinarian	1	14	51,000	82,700			Exempt
700995	Veterinary Technician	1	7	28,815	46,100			Nonexempt
CA0003	Victim / Witness Coordinator	CWA	2	28,816	46,066	C	U	Nonexempt
CA0001	Victim / Witness Program Advocate	CWA	1	22,193	35,478	C	U	Nonexempt
CA0002	Victim / Witness Program Assistant Director	CWA	2	28,816	46,066	C	U	Exempt
800029	Visitor Services Assistant	1	5	24,685	39,500			Nonexempt
800036	Visitor Services Coordinator	1	8	31,180	49,850			Nonexempt
100246	Visitor Services Specialist	1	10	36,605	58,520			Exempt
100397	Water Chemist	1	11	40,005	64,000			Exempt
100399	Water Production Manager	1	19	71,500	114,000	S	U	Exempt
100333	Water Quality Manager	1	17	63,000	100,800	S	U	Exempt
800043	Water Treatment Plant Maintenance Technician	1	7	28,815	46,100			Nonexempt
200543	Water Treatment Supervisor	1	15	55,210	88,500			Exempt
200565	Waterworks Operator I	1	5	24,685	39,500			Nonexempt
200566	Waterworks Operator II	1	7	28,815	46,100			Nonexempt
200567	Waterworks Operator III	1	9	33,770	53,980			Nonexempt
200568	Waterworks Operator IV	1	11	40,005	64,000			Nonexempt
800519	Webmaster	1	11	40,005	64,000			Exempt
600897	Welder	1	8	31,180	49,850			Nonexempt
SS0001	Work Release Crew Supervisor	SHF	1	32,703	51,342	C	U	Nonexempt
100237	Youth Security Counselor I	1	8	31,180	49,850			Nonexempt
800050	Youth Security Counselor II	1	9	33,770	53,980			Nonexempt
800051	Youth Security Counselor III	1	11	40,005	64,000			Nonexempt
H00005	Youth Services Worker	2	H1	7.25	12.00			Nonexempt
200459	Zoning Enforcement Coordinator	1	14	51,000	82,700			Exempt
200490	Zoning Enforcement Specialist I	1	9	33,770	53,980			Nonexempt
200491	Zoning Enforcement Specialist II	1	10	36,605	58,520			Nonexempt
200492	Zoning Enforcement Specialist III	1	12	43,470	69,500			Nonexempt
700998	Zookeeper	1	7	28,815	46,100			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
100151	Accountant I	1	10	36,605	58,520			Nonexempt
TR0005	Accountant I - TR	TRO	2	26,657	42,618	C	U	Nonexempt
100152	Accountant II	1	12	43,470	69,500			Nonexempt
TR0006	Accountant II - TR	TRO	3	36,603	58,519	C	U	Nonexempt
100153	Accountant III	1	13	46,885	74,950			Exempt
TR0007	Accountant III - TR	TRO	4	48,159	76,993	C	U	Exempt
100154	Accountant IV	1	14	51,000	82,700			Exempt
100455	Accountant V	1	16	58,970	94,260			Exempt
100186	Accounting Manager	1	16	58,970	94,260			Exempt
TR0008	Accounting Manager - TR	TRO	6	58,373	93,316	C	U	Exempt
100180	Accounting Manager, Senior	1	17	63,000	100,800			Exempt
800515	Accounting Supervisor	1	14	51,000	82,700			Exempt
800019	Accounting Technician	1	6	26,900	43,000			Nonexempt
TR0002	Accounting Technician - TR	TRO	1	24,683	39,458	C	U	Nonexempt
TR0004	Accounting Technician Supervisor - TR	TRO	3	36,603	58,519	C	U	Nonexempt
100197	Administrative Analyst	1	13	46,885	74,950			Exempt
CC0007	Administrative Assistant - CC	CCC	5	36,603	58,519	C	U	Exempt
CA0004	Administrative Assistant - CWA	CWA	3	33,456	53,484	C	U	Exempt
800027	Administrative Assistant I	1	9	33,770	53,980			Nonexempt
500706	Administrative Assistant II	1	10	36,605	58,520			Exempt
500001	Administrative Manager	1	15	55,210	88,500			Exempt
CC0006	Administrative Manager - CC	CCC	7	54,706	87,457	C	U	Exempt
CR0005	Administrative Manager - COR	COR	5	58,373	93,316	C	U	Exempt
800001	Administrative Technician	1	7	28,815	46,100			Nonexempt
300620	Animal Caretaker	1	2	19,705	31,505			Nonexempt
700902	Animal Registrar	1	9	33,770	53,980			Nonexempt
700978	Animal Services Supervisor	1	14	51,000	82,700			Exempt
800505	Applications Analyst	1	14	51,000	82,700			Exempt
200546	Applications Development Team Supervisor	1	16	58,970	94,260			Exempt
CC0013	Applications Manager - CC	CCC	9	67,468	118,743	C	U	Exempt
900005	Architect I	1	13	46,885	74,950			Exempt
100174	Architect II	1	16	58,970	94,260			Exempt
100175	Architect III	1	17	63,000	100,800			Exempt
100470	Architect IV	1	18	67,350	107,670			Exempt
100177	Archivist	1	11	40,005	64,000			Exempt
100284	Arts Manager	1	15	55,210	88,500	S	U	Exempt
600801	Asphalt Plant Operator I	1	8	31,180	49,850			Nonexempt
600802	Asphalt Plant Operator II	1	9	33,770	53,980			Nonexempt
700904	Assistant Animal Services Supervisor	1	11	40,005	64,000			Exempt
000059	Assistant Chief Of Police	3	7	104,426	121,101			Exempt
100181	Assistant City Attorney I	1	15	55,210	88,500	L	U	Exempt
100182	Assistant City Attorney II	1	18	67,350	107,670	L	U	Exempt
100183	Assistant City Attorney III	1	20	76,000	121,500	L	U	Exempt
100477	Assistant City Auditor / Audit Analyst	1	13	46,885	74,950		U	Exempt
100415	Assistant City Auditor I	1	10	36,605	58,520		U	Exempt
100416	Assistant City Auditor II	1	14	51,000	82,700		U	Exempt
800023	Assistant City Clerk / Support Technician	1	5	24,685	39,500		U	Nonexempt
000088	Assistant City Engineer	1	19	71,500	114,000			Exempt
000034	Assistant City Surveyor	1	15	55,210	88,500			Exempt
CA0012	Assistant Commonwealth's Attorney I	CWA	9	53,282	84,719	C	U	Exempt
CA0013	Assistant Commonwealth's Attorney II	CWA	10	62,408	99,226	C	U	Exempt
CA0014	Assistant Commonwealth's Attorney III	CWA	11	73,155	116,317	C	U	Exempt
000013	Assistant Director	1	21	79,375	129,500	S	U	Exempt
000804	Assistant Facilities Maintenance Manager	1	17	63,000	100,800			Exempt
300601	Assistant Fire Chief	4	10	87,916	107,118			Exempt
200407	Assistant Fire Marshal	4	6	50,286	72,829			Nonexempt
000020	Assistant Fleet Maintenance Manager	1	15	55,210	88,500			Exempt
SC0012	Assistant Inmate Classification Manager	SHC	11	42,155	67,011	C	U	Exempt
SC0007	Assistant Procurement Specialist	SHC	9	35,706	56,760	C	U	Exempt
000027	Assistant Streets Engineer	1	15	55,210	88,500			Exempt
000029	Assistant Superintendent of Utility Division	1	16	58,970	94,260			Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000026	Assistant Superintendent of Waste Management	1	16	58,970	94,260			Exempt
700901	Assistant Supervisor of Animal Services	1	12	43,470	69,500			Nonexempt
100426	Assistant to the City Manager	1	20	76,000	121,500	E	U	Exempt
700958	Athletics Groundskeeper	1	7	28,815	46,100			Nonexempt
100200	Auditor I	1	12	43,470	69,500			Exempt
100201	Auditor II	1	14	51,000	82,700			Exempt
100202	Auditor Supervisor	1	16	58,970	94,260			Exempt
600807	Autobody Repair Mechanic	1	7	28,815	46,100			Nonexempt
600817	Automotive Mechanic	1	10	36,605	58,520			Nonexempt
600813	Automotive Operations Manager	1	12	43,470	69,500			Exempt
800044	Automotive Repair Technician	1	10	36,605	58,520			Nonexempt
600821	Automotive Service Attendant	1	7	28,815	46,100			Nonexempt
300609	Battalion Fire Chief	4	9	72,359	97,315			Exempt
800015	Benefit Programs Specialist I	1	8	31,180	49,850			Nonexempt
100198	Benefit Programs Specialist II	1	9	33,770	53,980			Nonexempt
100199	Benefit Programs Specialist, Senior	1	10	36,605	58,520			Nonexempt
200540	Benefit Programs Supervisor	1	12	43,470	69,500			Exempt
100159	Box Office Manager	1	13	46,885	74,950			Exempt
100205	Box Office Supervisor	1	9	33,770	53,980			Exempt
600822	Bricklayer	1	7	28,815	46,100			Nonexempt
200454	Bridge Inspection Supervisor	1	13	46,885	74,950			Nonexempt
700905	Bridge Maintenance Supervisor	1	12	43,470	69,500			Nonexempt
800033	Broadcast Production Assistant	1	5	24,685	39,500			Nonexempt
100453	Budget & Policy Analyst	1	13	46,885	74,950			Exempt
100452	Budget & Policy Analyst, Senior	1	15	55,210	88,500			Exempt
100215	Budget Team Leader	1	18	67,350	107,670			Exempt
100454	Budget Technician	1	9	33,770	53,980			Nonexempt
700903	Building / Equipment Maintenance Supervisor	1	11	40,005	64,000			Nonexempt
100460	Bureau Manager	1	18	67,350	107,670	S	U	Exempt
H00041	Business Analyst	2	H5	20.00	45.00			Nonexempt
100191	Business Development Consultant	1	13	46,885	74,950			Exempt
100192	Business Development Manager	1	16	58,970	94,260	S	U	Exempt
100323	Business Manager	1	13	46,885	74,950			Exempt
200406	Business Process Management Analyst	1	14	51,000	82,700			Exempt
100209	Buyer I	1	10	36,605	58,520			Exempt
100210	Buyer II	1	13	46,885	74,950			Exempt
100870	Capacity Analyst	1	13	46,885	74,950			Exempt
600824	Carpenter I	1	8	31,180	49,850			Nonexempt
600825	Carpenter II	1	9	33,770	53,980			Nonexempt
100503	Case Manager I	1	7	28,815	46,100			Nonexempt
100484	Case Manager II	1	9	33,770	53,980			Nonexempt
100485	Case Manager III	1	11	40,005	64,000			Nonexempt
100486	Case Manager IV	1	12	43,470	69,500			Exempt
100169	Cash & Investments Analyst	1	13	46,885	74,950			Exempt
CC0011	Cashier - CC	CCC	2	26,657	42,618	C	U	Nonexempt
700906	Cemetery Manager I	1	6	26,900	43,000			Nonexempt
700907	Cemetery Manager II	1	9	33,770	53,980			Nonexempt
CR0006	Chief Deputy - COR	COR	6	67,468	118,743	C	U	Exempt
CC0002	Chief Deputy Circuit Court	CCC	9	67,468	118,743	C	U	Exempt
100282	Chief Deputy City Attorney	1	26	110,250	180,500	L	U	Exempt
100278	Chief Deputy City Clerk	1	15	55,210	88,500		U	Exempt
000004	Chief Deputy City Manager	1	27	121,250	196,500	E	U	Exempt
CA0016	Chief Deputy Commonwealth's Attorney	CWA	13	95,519	151,877	C	U	Exempt
200421	Chief Deputy Real Estate Assessor	1	20	76,000	121,500	S	U	Exempt
TR0012	Chief Deputy Treasurer	TRO	7	62,332	99,645	C	U	Exempt
000072	Chief Information Officer	1	25	100,205	166,000	E	U	Exempt
000815	Chief Medical Officer	1	29	N/R	N/R	S	U	Exempt
800701	Chief of Construction Operations	1	16	58,970	94,260			Exempt
000066	Chief of Fire-Rescue	1	25	100,205	166,000	E	U	Exempt
000816	Chief of Nursing	1	16	58,970	94,260			Exempt
000040	Chief of Police	1	25	100,205	166,000	E	U	Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
600830	Chief Operating Engineer-HVAC	1	16	58,970	94,260			Exempt
000005	Chief Resilience Officer	1	26	110,250	180,500	E	U	Exempt
100234	Chief Training Officer-CES	1	12	43,470	69,500			Exempt
800028	Chief Waterworks Operator	1	13	46,885	74,950			Nonexempt
100230	Child Counselor I	1	7	28,815	46,100			Nonexempt
100238	Child Counselor II	1	9	33,770	53,980		continue	Nonexempt
100239	Child Counselor III	1	11	40,005	64,000			Nonexempt
500714	Citizen Service Advisor I	1	5	24,685	39,500			Nonexempt
500715	Citizen Service Advisor II	1	7	28,815	46,100			Nonexempt
500716	Citizen Service Advisor III	1	9	33,770	53,980		formula	Nonexempt
000110	City Assessor	1	22	83,400	137,500	CA	U	Exempt
000042	City Attorney	1	28	138,000	220,000	CA	U	Exempt
000044	City Auditor	1	20	76,000	121,500	CA	U	Exempt
000046	City Clerk	1	22	83,400	137,500	CA	U	Exempt
100480	City Controller	1	18	67,350	107,670	S	U	Exempt
100479	City Economist	1	18	67,350	107,670			Exempt
000049	City Engineer	1	21	79,375	129,500	S	U	Exempt
700910	City Forester	1	14	51,000	82,700			Exempt
100311	City Historian	1	12	43,470	69,500			Exempt
000050	City Manager	1	29	N/R	N/R	CA	U	Exempt
100248	City Planner I	1	11	40,005	64,000			Exempt
100249	City Planner II	1	13	46,885	74,950			Exempt
100250	City Planning Manager	1	17	63,000	100,800	S	U	Exempt
200425	City Planning Technician	1	9	33,770	53,980			Nonexempt
100379	City Safety Officer	1	16	58,970	94,260			Exempt
100252	City Surveyor	1	18	67,350	107,670	S	U	Exempt
100233	City Transportation Engineer	1	20	76,000	121,500	S	U	Exempt
TR0013	City Treasurer	TRO	8	85,829	136,468	C	U	Exempt
100162	City Wellness Coordinator	1	13	46,885	74,950			Exempt
100255	Civil Engineer I	1	13	46,885	74,950			Exempt
100256	Civil Engineer II	1	14	51,000	82,700			Exempt
100257	Civil Engineer III	1	15	55,210	88,500			Exempt
100258	Civil Engineer IV	1	16	58,970	94,260			Exempt
100259	Civil Engineer V	1	17	63,000	100,800			Exempt
CC0001	Clerk of the Circuit Court	CCC	10	85,829	136,468	C	U	Exempt
100517	Clinical Coordinator	1	14	51,000	82,700			Exempt
100518	Clinical Supervisor	1	15	55,210	88,500			Exempt
100487	Clinician	1	13	46,885	74,950			Exempt
000095	Code Official	1	20	76,000	121,500	S	U	Exempt
200485	Codes Enforcement Team Leader	1	14	51,000	82,700			Exempt
800046	Codes Records & Research Manager	1	14	51,000	82,700			Exempt
800006	Codes Specialist	1	9	33,770	53,980			Nonexempt
100262	Collection Coordinator	1	11	40,005	64,000			Exempt
CR0007	Commissioner of the Revenue	COR	7	85,829	136,468	C	U	Exempt
CA0017	Commonwealth's Attorney	CWA	14	134,685	214,150	C	U	Exempt
000116	Community Assessment Team Coordinator	1	11	40,005	64,000			Exempt
000830	Community Support Services Director	1	20	76,000	121,500	S	U	Exempt
200552	Compliance Inspector	1	10	36,605	58,520			Nonexempt
400550	Compliance Specialist	1	9	33,770	53,980			Exempt
CC0004	Comptroller - CC	CCC	8	58,373	93,316	C	U	Exempt
200432	Computer Operations Supervisor	1	13	46,885	74,950			Exempt
100213	Concrete Finisher	1	6	26,900	43,000			Nonexempt
200461	Construction Inspector I	1	8	31,180	49,850			Nonexempt
200462	Construction Inspector II	1	11	40,005	64,000			Nonexempt
200463	Construction Inspector III	1	12	43,470	69,500			Nonexempt
100488	Consumer Relations Specialist	1	13	46,885	74,950			Exempt
000805	Contract Administrator	1	14	51,000	82,700			Exempt
100370	Contract Monitoring Specialist	1	11	40,005	64,000			Exempt
700912	Cook	1	3	21,222	33,930			Nonexempt
SC0019	Corrections Director	SHC	16	52,753	83,861	C	U	Exempt
100502	Counselor I	1	7	28,815	46,100			Nonexempt

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100489	Counselor II	1	9	33,770	53,980			Nonexempt
100490	Counselor III	1	11	40,005	64,000			Nonexempt
100491	Counselor IV	1	12	43,470	69,500			Exempt
400651	Creative Designer & Production Manager	1	12	43,470	69,500			Nonexempt
700914	Crew Leader I	1	8	31,180	49,850			Nonexempt
700915	Crew Leader II	1	9	33,770	53,980			Nonexempt
400652	Criminal Docket Specialist	1	9	33,770	53,980			Nonexempt
200531	Cross-Connection Specialist	1	8	31,180	49,850			Nonexempt
100272	Curator	1	12	43,470	69,500			Exempt
700920	Custodian	1	2	19,705	31,505			Nonexempt
800610	Customer Service Manager	1	18	67,350	107,670	S	U	Exempt
800018	Customer Service Representative	1	3	21,222	33,930			Nonexempt
TR0001	Customer Service Representative-TR	TRO	1	24,683	39,458	C	U	Nonexempt
500717	Data Processing Assistant I	1	3	21,222	33,930			Nonexempt
500718	Data Processing Assistant II	1	4	22,875	36,570			Nonexempt
500719	Data Processing Assistant III	1	5	24,685	39,500			Nonexempt
200445	Data Quality Control Analyst	1	7	28,815	46,100			Nonexempt
200443	Data Quality Control Manager	1	9	33,770	53,980			Nonexempt
100273	Database Administrator	1	16	58,970	94,260			Exempt
000270	Database Manager	1	18	67,350	107,670			Exempt
100411	Debt Management Specialist	1	14	51,000	82,700			Exempt
100414	Debt Manager	1	16	58,970	94,260			Exempt
100481	Demographer	1	14	51,000	82,700			Exempt
100275	Deputy City Attorney I	1	23	87,935	146,500	L	U	Exempt
100276	Deputy City Attorney II	1	24	92,800	156,000	L	U	Exempt
100417	Deputy City Auditor	1	16	58,970	94,260		U	Exempt
100425	Deputy City Clerk / Administrative Analyst I	1	14	51,000	82,700		U	Exempt
100420	Deputy City Clerk / Assistant to the Mayor	1	11	40,005	64,000		U	Exempt
100473	Deputy City Clerk / Executive Assistant to the Mayor	1	20	76,000	121,500	E	U	Exempt
500773	Deputy City Clerk / Secretary	1	9	33,770	53,980		U	Nonexempt
500768	Deputy City Clerk / Secretary to the Mayor	1	12	43,470	69,500		U	Nonexempt
500764	Deputy City Clerk / Senior Secretary	1	10	36,605	58,520		U	Nonexempt
500772	Deputy City Clerk / Stenographic Reporter	1	8	31,180	49,850		U	Nonexempt
000002	Deputy City Manager	1	26	110,250	180,500	E	U	Exempt
CC0012	Deputy Clerk I - CC	CCC	1	24,683	39,458	C	U	Nonexempt
CC0010	Deputy Clerk II - CC	CCC	2	26,657	42,618	C	U	Nonexempt
CC0009	Deputy Clerk III - CC	CCC	3	28,816	46,065	C	U	Nonexempt
000092	Deputy Code Official	1	15	55,210	88,500			Exempt
CA0015	Deputy Commonwealth's Attorney	CWA	12	85,829	136,468	C	U	Exempt
300606	Deputy Fire Chief	4	11	92,294	112,451			Exempt
200470	Deputy Fire Marshal	4	8	57,735	83,619			Nonexempt
CR0001	Deputy I - COR	COR	1	26,657	53,979	C	U	Nonexempt
CR0002	Deputy II - COR	COR	2	33,458	67,985	C	U	Nonexempt
CR0003	Deputy III - COR	COR	3	42,525	76,993	C	U	Exempt
100203	Deputy Registrar / Elections Administrator	1	11	40,005	64,000			Exempt
SS0002	Deputy Sheriff	SHF	2	33,637	52,827	C	U	Nonexempt
SS0007	Deputy Sheriff (Captain)	SHF	6	51,580	81,351	C	U	Nonexempt
SS0010	Deputy Sheriff (Colonel)	SHF	9	65,529	103,525	C	U	Nonexempt
SS0004	Deputy Sheriff (Corporal)	SHF	3	36,974	58,130	C	U	Nonexempt
SS0009	Deputy Sheriff (Lieutenant Colonel)	SHF	8	62,461	98,647	C	U	Nonexempt
SS0006	Deputy Sheriff (Lieutenant)	SHF	5	44,707	70,422	C	U	Nonexempt
SS0008	Deputy Sheriff (Major)	SHF	7	54,105	85,370	C	U	Nonexempt
SS0003	Deputy Sheriff (Master)	SHF	2	33,637	52,827	C	U	Nonexempt
SS0005	Deputy Sheriff (Sergeant)	SHF	4	42,630	67,121	C	U	Nonexempt
800049	Detention Center Assistant Superintendent	1	14	51,000	82,700			Exempt
100244	Detention Center Superintendent	1	18	67,350	107,670	S	U	Exempt
800048	Detention Center Supervisor	1	12	43,470	69,500			Exempt
500725	Direct Support Professional I	1	5	24,685	39,500			Nonexempt
500726	Direct Support Professional II	1	6	26,900	43,000			Nonexempt
000575	Director of Budget & Strategic Planning	1	24	92,800	156,000	E	U	Exempt

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000075	Director of City Planning	1	24	92,800	156,000	E	U	Exempt
CA0011	Director of Communications - CWA	CWA	7	45,240	72,316	C	U	Exempt
000065	Director of Cultural Facilities, Arts, &	1	24	92,800	156,000	E	U	Exempt
000067	Director of Development	1	24	92,800	156,000	E	U	Exempt
000068	Director of Finance	1	24	92,800	156,000	E	U	Exempt
000069	Director of General Services	1	24	92,800	156,000	E	U	Exempt
000070	Director of Human Resources	1	24	92,800	156,000	E	U	Exempt
000071	Director of Human Services	1	24	92,800	156,000	E	U	Exempt
000003	Director of Intergovernmental Relations	1	20	76,000	121,500	E	U	Exempt
000073	Director of Libraries	1	24	92,800	156,000	E	U	Exempt
000084	Director of Maritime Center	1	24	92,800	156,000	E	U	Exempt
000074	Director of Neighborhood Development	1	24	92,800	156,000	E	U	Exempt
000076	Director of Public Works	1	24	92,800	156,000	E	U	Exempt
000081	Director of Recreation, Parks, & Open Space	1	24	92,800	156,000	E	U	Exempt
000056	Director of the Office of Emergency Preparedness & Response	1	24	92,800	156,000	E	U	Exempt
000121	Director of the Office to End Homelessness	1	20	76,000	121,500	E	U	Exempt
000142	Director of the Virginia Zoological Park	1	24	92,800	156,000	E	U	Exempt
000077	Director of Utilities	1	24	92,800	156,000	E	U	Exempt
100295	Disability Case Manager	1	12	43,470	69,500			Exempt
100465	Division Head	1	16	58,970	94,260	S	U	Exempt
TR0011	Division Manager - TR	TRO	5	51,309	82,024	C	U	Exempt
100492	Early Childhood Special Educator	1	14	51,000	82,700			Exempt
100456	Economic & Policy Analyst	1	13	46,885	74,950			Exempt
100457	Economic & Policy Analyst, Senior	1	15	55,210	88,500			Exempt
100449	Economic Forecast Specialist	1	15	55,210	88,500			Exempt
100245	Education Manager	1	14	51,000	82,700			Exempt
SC0013	Education Program Manager	SHC	11	42,155	67,011	C	U	Exempt
SC0008	Education Programs Specialist	SHC	10	38,236	60,781	C	U	Exempt
800010	Education Specialist	1	7	28,815	46,100			Nonexempt
H00004	Election Assistant	2	H4	12,000	29,000			Nonexempt
800011	Election Assistant I	1	2	19,705	31,505			Nonexempt
500759	Election Assistant II	1	6	26,900	43,000			Nonexempt
800009	Election Assistant III	1	7	28,815	46,100			Nonexempt
600834	Electrician I	1	6	26,900	43,000			Nonexempt
600835	Electrician II	1	8	31,180	49,850			Nonexempt
600836	Electrician III	1	10	36,605	58,520			Nonexempt
600837	Electrician IV	1	11	40,005	64,000			Nonexempt
SC0005	Electronic Surveillance Supervisor	SHC	7	33,030	52,505	C	U	Exempt
600840	Electronics Technician I	1	8	31,180	49,850			Nonexempt
600841	Electronics Technician II	1	10	36,605	58,520			Nonexempt
700990	Elephant Manager	1	11	40,005	64,000			Nonexempt
100493	Emergency Services Counselor	1	12	43,470	69,500			Exempt
700922	Engineering Aide	1	4	22,875	36,570			Nonexempt
000085	Engineering Manager	1	20	76,000	121,500	S	U	Exempt
200437	Engineering Technician I	1	9	33,770	53,980			Nonexempt
200438	Engineering Technician II	1	10	36,605	58,520			Nonexempt
200439	Engineering Technician III	1	11	40,005	64,000			Nonexempt
200440	Engineering Technician IV	1	12	43,470	69,500			Nonexempt
100297	Enterprise Controller	1	16	58,970	94,260			Exempt
100299	Environmental Engineer	1	14	51,000	82,700			Exempt
700991	Environmental Health Assistant I	1	3	21,222	33,930			Nonexempt
700992	Environmental Health Assistant II	1	4	22,875	36,570			Nonexempt
000100	Environmental Services Manager	1	19	71,500	114,000	S	U	Exempt
200452	Environmental Specialist I	1	9	33,770	53,980			Nonexempt
200453	Environmental Specialist II	1	11	40,005	64,000			Nonexempt
700924	Equipment Operator I	1	3	21,222	33,930			Nonexempt
700925	Equipment Operator II	1	6	26,900	43,000			Nonexempt
700926	Equipment Operator III	1	7	28,815	46,100			Nonexempt
700927	Equipment Operator IV	1	8	31,180	49,850			Nonexempt
800402	Event Coordinator	1	12	43,470	69,500			Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
000082	Event Manager	1	14	51,000	82,700			Exempt
800405	Event Support Crew Member I	1	2	19,705	31,505			Nonexempt
800406	Event Support Crew Member II	1	3	21,222	33,930			Nonexempt
000158	Executive Director - Slover Library	1	21	79,375	129,500	E	U	Exempt
000831	Executive Director CSB	1	24	92,800	156,000	E	U	Exempt
000087	Executive Manager of Retirement Systems	1	20	76,000	121,500	S	U	Exempt
CA0010	Executive Secretary/Assistant - CWA	CWA	7	45,240	72,316	C	U	Nonexempt
100871	Facilities Maintenance Manager	1	19	71,500	114,000	S	U	Exempt
800521	Facilities Manager	1	13	46,885	74,950			Exempt
100483	Family Development Specialist	1	10	36,605	58,520			Exempt
800052	Family Services Associate	1	7	28,815	46,100			Nonexempt
100364	Family Services Supervisor	1	14	51,000	82,700			Exempt
100366	Family Services Worker I	1	10	36,605	58,520			Nonexempt
100367	Family Services Worker II	1	12	43,470	69,500			Nonexempt
200404	Family Services Worker III	1	13	46,885	74,950			Exempt
000047	Financial Operations Manager	1	15	55,210	88,500			Exempt
300611	Fire Captain	4	8	57,735	83,619			Nonexempt
200471	Fire Inspector	4	5	45,376	69,046			Nonexempt
300612	Fire Lieutenant	4	6	50,286	72,829			Nonexempt
300602	Fire/Paramedic Lieutenant	4	7	52,835	76,520			Nonexempt
300614	Firefighter EMT	4	2	41,168	51,415			Nonexempt
300617	Firefighter EMT-Enhanced	4	3	38,228	58,170			Nonexempt
300643	Firefighter EMT-I	4	4	39,284	59,777			Nonexempt
300616	Firefighter EMT-P	4	5	45,376	69,046			Nonexempt
300604	Firefighter Recruit	4	1	36,617	36,617			Nonexempt
000090	Fiscal Manager I	1	13	46,885	74,950			Exempt
800504	Fiscal Manager II	1	14	51,000	82,700			Exempt
100371	Fiscal Monitoring Specialist I	1	11	40,005	64,000			Exempt
100372	Fiscal Monitoring Specialist II	1	13	46,885	74,950			Exempt
100167	Fiscal Systems Analyst	1	14	51,000	82,700			Exempt
100471	Fiscal Systems Manager	1	16	58,970	94,260			Exempt
600819	Fleet Coordinator	1	11	40,005	64,000			Exempt
SC0022	Fleet Coordinator - SC	SHC	4	28,500	45,500	C	U	Nonexempt
000091	Fleet Maintenance Manager	1	19	71,500	114,000	S	U	Exempt
700911	Food Service Manager	1	11	40,005	64,000			Exempt
700929	Forestry Crew Leader	1	9	33,770	53,980			Nonexempt
700930	Forestry Supervisor	1	13	46,885	74,950			Exempt
100314	Fraud Investigator	1	9	33,770	53,980			Nonexempt
TR0009	Fraud Investigator - TR	TRO	4	48,159	76,993	C	U	Nonexempt
200542	Fraud Supervisor	1	12	43,470	69,500			Exempt
700988	General Utility Maintenance Supervisor	1	14	51,000	82,700			Exempt
800040	Geographic Information Systems Specialist I	1	10	36,605	58,520			Nonexempt
800555	Geographic Information Systems Specialist II	1	12	43,470	69,500			Exempt
800556	Geographic Information Systems Specialist III	1	14	51,000	82,700			Exempt
800557	Geographic Information Systems Team Supervisor	1	16	58,970	94,260			Exempt
200418	Geographic Information Systems Technician I	1	9	33,770	53,980			Nonexempt
100423	Geographic Information Systems Technician II	1	11	40,005	64,000			Exempt
200419	Grants & Development Coordinator	1	14	51,000	82,700			Exempt
100450	Grants Management Assistant	1	12	43,470	69,500			Exempt
100451	Grants Team Leader	1	18	67,350	107,670			Exempt
SC0009	Grievance Coordinator	SHC	10	38,236	60,781	C	U	Nonexempt
700933	Groundskeeper	1	3	21,222	33,930			Nonexempt
700931	Groundskeeper Crew Leader	1	8	31,180	49,850			Nonexempt
100164	Health & Fitness Facilitator	1	10	36,605	58,520			Exempt
700935	Horticulture Technician	1	5	24,685	39,500			Nonexempt
700937	Horticulturist	1	12	43,470	69,500			Exempt
SC0016	Human Resources & Budget Director	SHC	14	48,799	77,575	C	U	Exempt
800500	Human Resources Administrator	1	14	51,000	82,700			Exempt
800349	Human Resources Analyst	1	13	46,885	74,950			Exempt
800350	Human Resources Analyst, Senior	1	14	51,000	82,700			Exempt
500781	Human Resources Assistant I	1	6	26,900	43,000			Nonexempt

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500782	Human Resources Assistant II	1	7	28,815	46,100			Nonexempt
100476	Human Resources Manager	1	17	63,000	100,800			Exempt
500780	Human Resources Technician	1	9	33,770	53,980			Nonexempt
200446	Human Services Aide	1	5	24,685	39,500			Nonexempt
300618	Humane Officer I	1	7	28,815	46,100			Nonexempt
300619	Humane Officer II	1	10	36,605	58,520			Nonexempt
CC0008	In Court Clerk - CC	CCC	4	33,767	53,979	C	U	Nonexempt
H00019	Information Technology Business Analyst	2	H5	20.00	45.00			Nonexempt
H00037	Information Technology Assistant	2	H5	20.00	45.00			Nonexempt
H00038	Information Technology Intern	2	H4	12.00	29.00			Nonexempt
100168	Information Technology Planner	1	14	51,000	82,700			Exempt
200431	Information Technology Specialist	1	9	33,770	53,980			Nonexempt
SC0020	Information Technology Systems Director	SHC	17	58,962	94,258	C	U	Exempt
200400	Information Technology Telecommunications Analyst I	1	11	40,005	64,000			Exempt
200401	Information Technology Telecommunications Analyst II	1	13	46,885	74,950			Exempt
200402	Information Technology Telecommunications Analyst III	1	16	58,970	94,260			Exempt
200551	Information Technology Telecommunications Technician	1	11	40,005	64,000			Nonexempt
800021	Information Technology Trainer	1	12	43,470	69,500			Nonexempt
800020	Information Technology Training Coordinator	1	13	46,885	74,950			Exempt
SC0015	Inmate Classification Manager	SHC	13	46,476	73,880	C	U	Exempt
SC0010	Inmate Classification Specialist	SHC	10	38,236	60,781	C	U	Exempt
SC0023	Inmate Rehabilitation Coordinator	SHC	12	44,000	70,500	C	U	Nonexempt
700939	Instrument Technician	1	8	31,180	49,850			Nonexempt
SC0024	Investigations Director	SHC	14	48,799	77,575	C	U	Exempt
300626	Kennel Supervisor	1	8	31,180	49,850			Nonexempt
200498	Landscape Coordinator I	1	11	40,005	64,000			Nonexempt
200499	Landscape Coordinator II	1	12	43,470	69,500			Nonexempt
700913	Laundry Worker	1	1	18,315	29,500			Nonexempt
100316	Law Clerk	1	12	43,470	69,500			Nonexempt
H00018	Law Intern	2	H4	12.00	29.00			Nonexempt
700999	Lead Zookeeper	1	9	33,770	53,980			Nonexempt
100318	Legal Administrator	1	15	55,210	88,500			Exempt
CA0009	Legal Administrator - CWA	CWA	8	51,448	82,315	C	U	Exempt
500735	Legal Assistant	1	11	40,005	64,000			Nonexempt
CA0008	Legal Assistant - CWA	CWA	6	39,715	63,486	C	U	Nonexempt
400655	Legal Coordinator I	1	11	40,005	64,000	L	U	Nonexempt
400656	Legal Coordinator II	1	13	46,885	74,950	L	U	Nonexempt
SC0017	Legal Counsel	SHC	15	50,242	79,873	C	U	Exempt
500740	Legal Secretary I	1	7	28,815	46,100			Nonexempt
CA0006	Legal Secretary I - CWA	CWA	2	28,816	46,066	C	U	Nonexempt
500741	Legal Secretary II	1	9	33,770	53,980			Nonexempt
CA0007	Legal Secretary II - CWA	CWA	4	33,766	53,484	C	U	Nonexempt
H00030	Legislative Services Aide	2	H1	7.25	12.00			Nonexempt
100320	Librarian I	1	11	40,005	64,000			Exempt
100321	Librarian II	1	14	51,000	82,700			Exempt
100322	Librarian III	1	15	55,210	88,500			Exempt
H00025	Library Aide	2	H1	7.25	12.00			Nonexempt
400665	Library Assistant I	1	4	22,875	36,570			Nonexempt
400666	Library Assistant II	1	5	24,685	39,500			Nonexempt
400660	Library Associate I	1	8	31,180	49,850			Nonexempt
400661	Library Associate II	1	9	33,770	53,980			Nonexempt
400667	Library Manager	1	18	67,350	107,670			Exempt
200474	License Inspector I	1	8	31,180	49,850			Nonexempt
200475	License Inspector II	1	10	36,605	58,520			Nonexempt
400681	Licensed Practical Nurse	1	8	31,180	49,850			Nonexempt
700941	Lifeguard	1	4	22,875	36,570			Nonexempt
000097	MacArthur Memorial Director	1	18	67,350	107,670	S	U	Exempt

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SC0025	Maintenance Mechanic - SC	SHC	4	28,500	45,000	C	U	Nonexempt
700942	Maintenance Mechanic I	1	6	26,900	43,000			Nonexempt
700943	Maintenance Mechanic II	1	7	28,815	46,100			Nonexempt
700944	Maintenance Mechanic III	1	9	33,770	53,980			Nonexempt
600846	Maintenance Shop Manager	1	13	46,885	74,950			Exempt
700946	Maintenance Supervisor I	1	11	40,005	64,000			Exempt
700947	Maintenance Supervisor II	1	12	43,470	69,500			Exempt
700949	Maintenance Worker I	1	3	21,222	33,930			Nonexempt
700950	Maintenance Worker II	1	4	22,875	36,570			Nonexempt
100171	Management Analyst I	1	11	40,005	64,000			Exempt
100172	Management Analyst II	1	13	46,885	74,950			Exempt
100173	Management Analyst III	1	14	51,000	82,700			Exempt
100319	Management Services Administrator	1	18	67,350	107,670	S	U	Exempt
000251	Manager of Broadcast Services	1	16	58,970	94,260	S	U	Exempt
100875	Manager of Budget & Accounting	1	18	67,350	107,670	S	U	Exempt
100482	Manager of Emergency Communications	1	16	58,970	94,260			Exempt
000806	Manager of Environmental Protection Programs	1	20	76,000	121,500	E	U	Exempt
000157	Manager of Public Relations	1	16	58,970	94,260	S	U	Exempt
000252	Manager of Publications & Direct Communications	1	16	58,970	94,260	S	U	Exempt
000807	Manager of Special Events	1	16	58,970	94,260	S	U	Exempt
000327	Manager of the Office of Cultural Affairs & Special Events	1	20	76,000	121,500	S	U	Exempt
100247	Manager of Visitor Marketing	1	14	51,000	82,700			Exempt
100265	Manager of Visitor Services	1	12	43,470	69,500			Exempt
H00027	Maritime Center Specialist I	2	H1	7.25	12.00			Nonexempt
H00028	Maritime Center Specialist II	2	H2	8.00	18.00			Nonexempt
H00029	Maritime Center Specialist III	2	H3	8.50	25.00			Nonexempt
100412	Media Production Specialist	1	12	43,470	69,500			Exempt
100496	Medical Records Administrator	1	11	40,005	64,000			Exempt
500743	Medical Records Technician	1	9	33,770	53,980			Nonexempt
100494	Mental Health Professional	1	11	40,005	64,000			Nonexempt
700952	Messenger/Driver	1	2	19,705	31,505			Nonexempt
300621	Meter Monitor	1	4	22,875	36,570			Nonexempt
800449	Microcomputer Systems Analyst	1	12	43,470	69,500			Nonexempt
SC0006	Microcomputer Systems Analyst - SC	SHC	8	34,681	55,130	C	U	Nonexempt
200451	Microcomputer Systems Team Supervisor	1	16	58,970	94,260			Exempt
500745	Micrographics Technician	1	4	22,875	36,570			Nonexempt
H00013	Municipal Intern I	2	H1	7.25	12.00			Nonexempt
H00014	Municipal Intern II	2	H2	8.00	18.00			Nonexempt
H00047	Municipal Intern III	2	H3	8.50	25.00			Nonexempt
300640	Museum Attendant	1	4	22,875	36,570			Nonexempt
000298	Neighborhood Development Administrator	1	19	71,500	114,000	S	U	Exempt
200482	Neighborhood Development Specialist	1	11	40,005	64,000			Exempt
000297	Neighborhood Services Manager	1	15	55,210	88,500			Exempt
SC0018	Network Engineer - SC	SHC	16	52,753	83,861	C	U	Exempt
800544	Network Engineer I	1	10	36,605	58,520			Nonexempt
800546	Network Engineer II	1	14	51,000	82,700			Exempt
800545	Network Engineer III	1	16	58,970	94,260			Exempt
200403	Network Engineer IV	1	18	67,350	107,670			Exempt
800547	Network Security Engineer	1	16	58,970	94,260			Exempt
100522	Nurse Coordinator - Supervisor	1	13	46,885	74,950			Exempt
100523	Nurse Practitioner	1	20	76,000	121,500	S	U	Exempt
500750	Office Assistant	1	3	21,222	33,930			Nonexempt
500755	Office Manager	1	9	33,770	53,980			Exempt
TR0010	Office Manager - TR	TRO	4	48,159	76,993	C	U	Exempt
600852	Operating Engineer I	1	6	26,900	43,000			Nonexempt
600853	Operating Engineer II	1	9	33,770	53,980			Nonexempt
700940	Operations Apprentice	1	2	19,705	31,505			Nonexempt
100300	Operations Controller	1	16	58,970	94,260			Exempt
000113	Operations Manager	1	14	51,000	82,700			Exempt
300638	Operations Officer I	1	5	24,685	39,500			Nonexempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
300642	Operations Officer II	1	7	28,815	46,100			Nonexempt
600855	Painter I	1	6	26,900	43,000			Nonexempt
600856	Painter II	1	8	31,180	49,850			Nonexempt
CA0005	Paralegal - CWA	CWA	4	33,766	53,484	C	U	Nonexempt
400674	Paralegal Claims Investigator	1	12	43,470	69,500	L	U	Nonexempt
400678	Paralegal Generalist	1	9	33,770	53,980	L	U	Nonexempt
000107	Parking Administrator	1	14	51,000	82,700			Exempt
H00035	Parking Attendant	2	H1	7.25	12.00			Nonexempt
000010	Parking Director	1	18	67,350	107,670	S	U	Exempt
100340	Parking Manager	1	12	43,470	69,500			Exempt
H00040	Parking Operations Supervisor	2	H3	8.50	25.00			Nonexempt
100387	Parking Supervisor	1	9	33,770	53,980			Exempt
SC0026	Payroll & Benefits Coordinator	SHC	8	34,681	55,130	C	U	Nonexempt
100157	Payroll Manager	1	14	51,000	82,700			Exempt
800042	Payroll Specialist	1	11	40,005	64,000			Exempt
100500	Peer Counselor I	1	8	31,180	49,850			Nonexempt
100501	Peer Counselor II	1	9	33,770	53,980			Nonexempt
200510	Permit Technician	1	7	28,815	46,100			Nonexempt
200511	Permits Specialist	1	12	43,470	69,500			Nonexempt
200512	Permits Specialist, Senior	1	13	46,885	74,950			Nonexempt
800347	Personnel Specialist	1	11	40,005	64,000			Exempt
000820	Pharmacist	1	29	N/R	N/R	S	U	Exempt
000851	Physician	1	29	N/R	N/R	S	U	Exempt
600860	Plumber	1	9	33,770	53,980			Nonexempt
600861	Plumber, Senior	1	10	36,605	58,520			Nonexempt
300623	Police Captain	3	6	83,915	97,315			Exempt
300624	Police Corporal	3	3	49,647	66,408			Nonexempt
400672	Police Identification Clerk	1	5	24,685	39,500			Nonexempt
300625	Police Lieutenant	3	5	73,154	84,670			Exempt
300630	Police Officer	3	2	40,981	60,828			Nonexempt
100305	Police Records & Identification Section Supervisor	1	12	43,470	69,500			Exempt
300632	Police Recruit	3	1	37,975	37,975			Nonexempt
300635	Police Sergeant	3	4	57,948	77,571			Nonexempt
100216	Policy Team Leader	1	18	67,350	107,670			Exempt
700951	Pool Manager	1	10	36,605	58,520			Nonexempt
100505	Practice Manager	1	13	46,885	74,950			Exempt
400700	Pre-Trial Probation Officer I	1	9	33,770	53,980			Nonexempt
400701	Pre-Trial Probation Officer II	1	11	40,005	64,000			Nonexempt
000041	Principal Analyst	1	17	63,000	100,800			Exempt
100462	Principal Planner	1	15	55,210	88,500			Exempt
100510	Procurement Specialist	1	15	55,210	88,500			Exempt
SC0011	Procurement Specialist - SC	SHC	10	38,236	60,781	C	U	Exempt
100351	Program Administrator	1	13	46,885	74,950			Exempt
800523	Program Supervisor	1	13	46,885	74,950			Exempt
200515	Programmer/Analyst I	1	11	40,005	64,000			Exempt
200516	Programmer/Analyst II	1	12	43,470	69,500			Exempt
200517	Programmer/Analyst III	1	13	46,885	74,950			Exempt
200518	Programmer/Analyst IV	1	14	51,000	82,700			Exempt
200519	Programmer/Analyst V	1	15	55,210	88,500			Exempt
800570	Programs Manager	1	15	55,210	88,500			Exempt
100268	Project Coordinator	1	13	46,885	74,950			Exempt
100469	Project Manager	1	14	51,000	82,700			Exempt
000063	Property Manager	1	15	55,210	88,500			Exempt
000822	Psychiatrist	1	29	N/R	N/R	S	U	Exempt
000823	Psychologist	1	16	58,970	94,260			Exempt
SC0014	Public Affairs Officer	SHC	11	42,155	67,011	C	U	Exempt
400675	Public Health Aide	1	3	21,222	33,930			Nonexempt
100375	Public Information Specialist I	1	10	36,605	58,520			Exempt
100376	Public Information Specialist II	1	11	40,005	64,000			Exempt
800034	Public Relations Assistant	1	6	26,900	43,000			Nonexempt
100410	Public Relations Specialist	1	12	43,470	69,500			Exempt

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Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
H00048	Public Safety Intern	2	H2	8.00	18.00			Nonexempt
200554	Public Safety Telecommunicator I	1	7	28,815	46,100			Nonexempt
200555	Public Safety Telecommunicator II	1	9	33,770	53,980			Nonexempt
200556	Public Safety Telecommunicator III	1	12	43,470	69,500			Nonexempt
200553	Public Safety Telecommunicator Trainee	1	6	26,900	43,000			Nonexempt
100269	Public Services Coordinator	1	11	40,005	64,000			Exempt
000109	Purchasing Agent	1	19	71,500	114,000	S	U	Exempt
800516	Quality Assurance Inspector	1	8	31,180	49,850			Nonexempt
800024	Radio Communications Systems Analyst	1	10	36,605	58,520			Nonexempt
600876	Radio Communications Systems Supervisor	1	14	51,000	82,700			Nonexempt
800025	Radio Communications Systems Technician	1	8	31,180	49,850			Nonexempt
100176	Real Estate Analyst	1	11	40,005	64,000			Exempt
200434	Real Estate Appraisal Team Leader	1	15	55,210	88,500		U	Exempt
200525	Real Estate Appraiser I	1	10	36,605	58,520		U	Nonexempt
200526	Real Estate Appraiser II	1	11	40,005	64,000		U	Nonexempt
200527	Real Estate Appraiser III	1	13	46,885	74,950		U	Nonexempt
200570	Real Estate CAMA Modeler Analyst	1	16	58,970	94,260		U	Exempt
200571	Real Estate Commercial Project Supervisor	1	17	63,000	100,800		U	Exempt
800517	Real Estate Coordinator	1	12	43,470	69,500			Exempt
500756	Records & Information Clerk	1	4	22,875	36,570			Nonexempt
100341	Records Administrator	1	13	46,885	74,950			Exempt
SC0001	Records Clerk	SHC	2	24,647	39,180	C	U	Nonexempt
H00015	Recreation Activity Instructor	2	H3	8.50	25.00			Nonexempt
H00016	Recreation Aide	2	H1	7.25	12.00			Nonexempt
800026	Recreation Specialist	1	9	33,770	53,980			Nonexempt
100355	Recreation Supervisor	1	11	40,005	64,000			Exempt
100357	Recreation Supervisor, Senior	1	13	46,885	74,950			Exempt
800522	Recycling Coordinator	1	14	51,000	82,700			Exempt
700969	Refuse Collection Supervisor	1	9	33,770	53,980			Nonexempt
700967	Refuse Collector Apprentice	1	5	24,685	39,500			Nonexempt
700966	Refuse Collector Assistant	1	4	22,875	36,570			Nonexempt
700970	Refuse Collector, Lead	1	7	28,815	46,100			Nonexempt
700968	Refuse Collector, Senior	1	6	26,900	43,000			Nonexempt
200484	Refuse Inspector	1	8	31,180	49,850			Nonexempt
100358	Registered Nurse	1	12	43,470	69,500			Exempt
000111	Registrar/Elections Administrator	1	22	83,400	137,500		U	Exempt
200605	Reimbursement Specialist	1	9	33,770	53,980			Exempt
800200	Reimbursement Supervisor	1	14	51,000	82,700			Exempt
800201	Reimbursement Technician	1	6	26,900	43,000			Nonexempt
100498	Research Analyst	1	9	33,770	53,980			Exempt
100360	Reservoir Manager	1	12	43,470	69,500			Exempt
900004	Right of Way Permit Supervisor	1	15	55,210	88,500			Exempt
800514	Right of Way Program Manager	1	16	58,970	94,260			Exempt
000112	Risk Manager	1	15	55,210	88,500			Exempt
200528	Safety Specialist	1	11	40,005	64,000			Nonexempt
100217	Sales Representative	1	11	40,005	64,000			Exempt
H00022	School Crossing Guard	2	H4	12.00	29.00			Nonexempt
SC0002	Secretary I	SHC	3	27,174	43,196	C	U	Nonexempt
SC0003	Secretary II	SHC	5	29,959	47,623	C	U	Nonexempt
SC0004	Secretary to the Sheriff	SHC	6	31,457	50,005	C	U	Nonexempt
300639	Security Officer	1	6	26,900	43,000			Nonexempt
100293	Self-Sufficiency Specialist I	1	10	36,605	58,520			Nonexempt
100294	Self-Sufficiency Specialist II	1	11	40,005	64,000			Nonexempt
100292	Self-Sufficiency Specialist, Senior	1	12	43,470	69,500			Nonexempt
100291	Self-Sufficiency Supervisor	1	13	46,885	74,950			Exempt
TR0003	Senior Accounting Technician - TR	TRO	2	26,657	42,618	C	U	Nonexempt
300646	Senior Animal Caretaker	1	4	22,875	36,570			Nonexempt
100428	Senior Assistant to the City Manager	1	21	79,375	129,500	E	U	Exempt
600808	Senior Autobody Repair Mechanic	1	9	33,770	53,980			Nonexempt
800045	Senior Automotive Repair Technician	1	11	40,005	64,000			Nonexempt
100324	Senior Business Development Manager	1	17	63,000	100,800	S	U	Exempt

Alphabetical Classification Listing
Effective January 8, 2015

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
200502	Senior Business Process Management Analyst	1	18	67,350	107,670			Exempt
200426	Senior City Planning Technician	1	10	36,605	58,520			Nonexempt
800489	Senior Codes Specialist	1	11	40,005	64,000			Nonexempt
200532	Senior Cross-Connection Specialist	1	10	36,605	58,520			Nonexempt
700919	Senior Custodian	1	4	22,875	36,570			Nonexempt
100279	Senior Deputy City Attorney	1	24	92,800	156,000	L	U	Exempt
100461	Senior Design & Rehabilitation Consultant	1	14	51,000	82,700			Exempt
100474	Senior Design/Construction Project Manager	1	16	58,970	94,260			Exempt
500760	Senior Election Assistant	1	7	28,815	46,100			Nonexempt
100253	Senior Exhibits Manager / Designer	1	13	46,885	74,950			Exempt
100166	Senior Information Technology Planner	1	18	67,350	107,670			Exempt
200450	Senior Microcomputer Systems Analyst	1	12	43,470	69,500			Exempt
100459	Senior Neighborhood Development Specialist	1	13	46,885	74,950			Exempt
100467	Senior Planner	1	14	51,000	82,700			Exempt
100404	Senior Projects Manager	1	15	55,210	88,500	S	U	Exempt
600875	Senior Radio Communications Systems Analyst	1	12	43,470	69,500			Nonexempt
100392	Senior Traffic Engineer	1	15	55,210	88,500			Exempt
100391	Senior Transportation Engineer	1	15	55,210	88,500			Exempt
700987	Senior Utility Maintenance Supervisor	1	13	46,885	74,950			Nonexempt
100398	Senior Water Chemist	1	12	43,470	69,500			Exempt
200412	Services & Support Supervisor	1	16	58,970	94,260			Exempt
SC0021	Sheriff	SHC	18	85,829	136,468	C	U	Exempt
800506	Software Analyst	1	13	46,885	74,950			Exempt
000144	Special Assistant to the City Manager	1	20	76,000	121,500	E	U	Exempt
800404	Special Events & Facilities Coordinator	1	12	43,470	69,500			Exempt
SC0027	Staff Accountant	SHC	10	38,236	60,781	C	U	Nonexempt
500700	Staff Technician I	1	8	31,180	49,850			Nonexempt
500701	Staff Technician II	1	9	33,770	53,980			Nonexempt
100427	Stage Crew Chief	1	11	40,005	64,000			Nonexempt
800401	Stage Production Manager	1	12	43,470	69,500			Exempt
500771	Stenographic Reporter	1	7	28,815	46,100			Nonexempt
600883	Storekeeper I	1	4	22,875	36,570			Nonexempt
600884	Storekeeper II	1	6	26,900	43,000			Nonexempt
600885	Storekeeper III	1	8	31,180	49,850			Nonexempt
800513	Storm Water Assistant Superintendent	1	14	51,000	82,700			Exempt
000125	Storm Water Engineer	1	19	71,500	114,000	S	U	Exempt
000031	Storm Water Operations Manager	1	15	55,210	88,500			Exempt
700976	Street Maintenance Supervisor	1	10	36,605	58,520			Nonexempt
000138	Superintendent of the Virginia Zoological Park	1	20	76,000	121,500	S	U	Exempt
000136	Superintendent of Traffic Operations	1	16	58,970	94,260			Exempt
000134	Superintendent of Waste Management	1	19	71,500	114,000	S	U	Exempt
CR0004	Supervising Deputy - COR	COR	4	54,706	87,457	C	U	Exempt
CC0005	Supervising Deputy Clerk - CC	CCC	7	54,706	87,457	C	U	Exempt
600890	Supervising Operating Engineer-HVAC	1	12	43,470	69,500			Exempt
800022	Support Technician	1	5	24,685	39,500			Nonexempt
200544	Survey Party Chief	1	10	36,605	58,520			Nonexempt
200549	Systems Programmer	1	16	58,970	94,260			Exempt
200414	Technical Systems Administrator	1	10	36,605	58,520			Nonexempt
100499	Technology Manager	1	20	76,000	121,500	S	U	Exempt
100430	Therapeutic Recreation Specialist	1	9	33,770	53,980			Nonexempt
H00003	Ticket Sales Supervisor	2	H3	8.50	25.00			Nonexempt
H00010	Ticket Seller	2	H1	7.25	12.00			Nonexempt
H00006	Tour/Information Assistant	2	H1	7.25	12.00			Nonexempt
800510	Towing Operations Manager	1	15	55,210	88,500	S	U	Exempt
100389	Traffic Engineering Assistant	1	14	51,000	82,700			Exempt
800981	Traffic Maintenance Technician I	1	3	21,222	33,930			Nonexempt
700981	Traffic Maintenance Technician II	1	6	26,900	43,000			Nonexempt
700983	Traffic Maintenance Technician III	1	8	31,180	49,850			Nonexempt
700982	Traffic Sign Fabricator I	1	4	22,875	36,570			Nonexempt
700975	Traffic Sign Fabricator II	1	6	26,900	43,000			Nonexempt
800012	Traffic Signal Technician I	1	7	28,815	46,100			Nonexempt

Alphabetical Classification Listing
Effective January 8, 2015

Job Code	Classification Title	Plan	Grade	Minimum	Maximum	Group	Unclassified	FLSA
800013	Traffic Signal Technician II	1	9	33,770	53,980			Nonexempt
800016	Traffic Signal Technician III	1	10	36,605	58,520			Nonexempt
800014	Traffic Signal Technician IV	1	11	40,005	64,000			Nonexempt
900007	Traffic Systems Engineering Technician	1	10	36,605	58,520			Nonexempt
100516	Training Specialist	1	11	40,005	64,000			Nonexempt
700974	Tree Trimmer I	1	5	24,685	39,500			Nonexempt
700984	Tree Trimmer II	1	7	28,815	46,100			Nonexempt
800035	Utility Construction Inspector	1	10	36,605	58,520			Nonexempt
600892	Utility Maintenance Mechanic I	1	6	26,900	43,000			Nonexempt
600893	Utility Maintenance Mechanic II	1	8	31,180	49,850			Nonexempt
600894	Utility Maintenance Mechanic III	1	9	33,770	53,980			Nonexempt
700986	Utility Maintenance Supervisor	1	10	36,605	58,520			Nonexempt
100332	Utility Operations Manager	1	19	71,500	114,000	S	U	Exempt
100394	Utility Planner	1	11	40,005	64,000			Exempt
700996	Veterinarian	1	14	51,000	82,700			Exempt
700995	Veterinary Technician	1	7	28,815	46,100			Nonexempt
CA0003	Victim / Witness Coordinator	CWA	2	28,816	46,066	C	U	Nonexempt
CA0001	Victim / Witness Program Advocate	CWA	1	22,193	35,478	C	U	Nonexempt
CA0002	Victim / Witness Program Assistant Director	CWA	2	28,816	46,066	C	U	Exempt
800029	Visitor Services Assistant	1	5	24,685	39,500			Nonexempt
800036	Visitor Services Coordinator	1	8	31,180	49,850			Nonexempt
100246	Visitor Services Specialist	1	10	36,605	58,520			Exempt
100397	Water Chemist	1	11	40,005	64,000			Exempt
100399	Water Production Manager	1	19	71,500	114,000	S	U	Exempt
100333	Water Quality Manager	1	17	63,000	100,800	S	U	Exempt
800043	Water Treatment Plant Maintenance Technician	1	7	28,815	46,100			Nonexempt
200543	Water Treatment Supervisor	1	15	55,210	88,500			Exempt
200565	Waterworks Operator I	1	7	28,815	46,100			Nonexempt
200566	Waterworks Operator II	1	9	33,770	53,980			Nonexempt
200567	Waterworks Operator III	1	10	36,605	58,520			Nonexempt
200568	Waterworks Operator IV	1	11	40,005	64,000			Nonexempt
800519	Webmaster	1	13	46,885	74,950			Exempt
600897	Welder	1	9	33,770	53,980			Nonexempt
SS0001	Work Release Crew Supervisor	SHF	1	32,703	51,342	C	U	Nonexempt
100237	Youth Security Counselor I	1	8	31,180	49,850			Nonexempt
800050	Youth Security Counselor II	1	9	33,770	53,980			Nonexempt
800051	Youth Security Counselor III	1	11	40,005	64,000			Nonexempt
H00005	Youth Services Worker	2	H1	7.25	12.00			Nonexempt
200459	Zoning Enforcement Coordinator	1	14	51,000	82,700			Exempt
200490	Zoning Enforcement Specialist I	1	9	33,770	53,980			Nonexempt
200491	Zoning Enforcement Specialist II	1	10	36,605	58,520			Nonexempt
200492	Zoning Enforcement Specialist III	1	12	43,470	69,500			Nonexempt
700998	Zookeeper	1	7	28,815	46,100			Nonexempt

Plan 1									
Range	Minimum			Midpoint			Maximum		
	Salary	Semi-Monthly	Hourly Rate	Salary	Semi-Monthly	Hourly Rate	Salary	Semi-Monthly	Hourly Rate
1	\$18,315	\$763.13	\$8.80529	\$23,908	\$996.15	\$11.49399	\$29,500	\$1,229.17	\$14.18269
2	\$19,705	\$821.04	\$9.47356	\$25,605	\$1,066.88	\$12.31010	\$31,505	\$1,312.71	\$15.14663
3	\$21,222	\$884.25	\$10.20288	\$27,576	\$1,149.00	\$13.25769	\$33,930	\$1,413.75	\$16.31250
4	\$22,875	\$953.13	\$10.99760	\$29,723	\$1,238.44	\$14.28966	\$36,570	\$1,523.75	\$17.58173
5	\$24,685	\$1,028.54	\$11.86779	\$32,093	\$1,337.19	\$15.42909	\$39,500	\$1,645.83	\$18.99038
6	\$26,900	\$1,120.83	\$12.93269	\$34,950	\$1,456.25	\$16.80288	\$43,000	\$1,791.67	\$20.67308
7	\$28,815	\$1,200.63	\$13.85337	\$37,458	\$1,560.73	\$18.00841	\$46,100	\$1,920.83	\$22.16346
8	\$31,180	\$1,299.17	\$14.99038	\$40,515	\$1,688.13	\$19.47837	\$49,850	\$2,077.08	\$23.96635
9	\$33,770	\$1,407.08	\$16.23558	\$43,875	\$1,828.13	\$21.09375	\$53,980	\$2,249.17	\$25.95192
10	\$36,605	\$1,525.21	\$17.59856	\$47,563	\$1,981.77	\$22.86659	\$58,520	\$2,438.33	\$28.13462
11	\$40,005	\$1,666.88	\$19.23317	\$52,003	\$2,166.77	\$25.00120	\$64,000	\$2,666.67	\$30.76923
12	\$43,470	\$1,811.25	\$20.89904	\$56,485	\$2,353.54	\$27.15625	\$69,500	\$2,895.83	\$33.41346
13	\$46,885	\$1,953.54	\$22.54087	\$60,918	\$2,538.23	\$29.28726	\$74,950	\$3,122.92	\$36.03365
14	\$51,000	\$2,125.00	\$24.51923	\$66,850	\$2,785.42	\$32.13942	\$82,700	\$3,445.83	\$39.75962
15	\$55,210	\$2,300.42	\$26.54327	\$71,855	\$2,993.96	\$34.54567	\$88,500	\$3,687.50	\$42.54808
16	\$58,970	\$2,457.08	\$28.35096	\$76,615	\$3,192.29	\$36.83413	\$94,260	\$3,927.50	\$45.31731
17	\$63,000	\$2,625.00	\$30.28846	\$81,900	\$3,412.50	\$39.37500	\$100,800	\$4,200.00	\$48.46154
18	\$67,350	\$2,806.25	\$32.37981	\$87,510	\$3,646.25	\$42.07212	\$107,670	\$4,486.25	\$51.76442
19	\$71,500	\$2,979.17	\$34.37500	\$92,750	\$3,864.58	\$44.59135	\$114,000	\$4,750.00	\$54.80769
20	\$76,000	\$3,166.67	\$36.53846	\$98,750	\$4,114.58	\$47.47596	\$121,500	\$5,062.50	\$58.41346
21	\$79,375	\$3,307.29	\$38.16106	\$104,438	\$4,351.56	\$50.21034	\$129,500	\$5,395.83	\$62.25962
22	\$83,400	\$3,475.00	\$40.09615	\$110,450	\$4,602.08	\$53.10096	\$137,500	\$5,729.17	\$66.10577
23	\$87,935	\$3,663.96	\$42.27644	\$117,218	\$4,884.06	\$56.35457	\$146,500	\$6,104.17	\$70.43269
24	\$92,800	\$3,866.67	\$44.61538	\$124,400	\$5,183.33	\$59.80769	\$156,000	\$6,500.00	\$75.00000
25	\$100,205	\$4,175.21	\$48.17548	\$133,103	\$5,545.94	\$63.99159	\$166,000	\$6,916.67	\$79.80769
26	\$110,250	\$4,593.75	\$53.00481	\$145,375	\$6,057.29	\$69.89183	\$180,500	\$7,520.83	\$86.77885
27	\$121,250	\$5,052.08	\$58.29327	\$158,875	\$6,619.79	\$76.38221	\$196,500	\$8,187.50	\$94.47115
28	\$138,000	\$5,750.00	\$66.34615	\$179,000	\$7,458.33	\$86.05769	\$220,000	\$9,166.67	\$105.76923
29	N/R								
Plan 2									
Grade	Minimum			Midpoint			Maximum		
H1		\$7.25			\$9.63			\$12.00	
H2		\$8.00			\$13.00			\$18.00	
H3		\$8.50			\$16.75			\$25.00	
H4		\$12.00			\$20.50			\$29.00	
H5		\$20.00			\$32.50			\$45.00	
H6		\$40.00			\$60.00			\$80.00	

Police Pay Schedule - Plan 3														
GRADE	STEP													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	\$37,975													
Semi-monthly	\$1,582.28													
Hourly	\$18.25702													
2	\$40,981	\$43,356	\$44,414	\$45,498	\$46,609	\$48,916	\$50,112	\$51,339	\$52,597	\$55,206	\$56,560	\$57,948	\$59,370	\$60,828
Semi-monthly	\$1,707.56	\$1,806.50	\$1,850.58	\$1,895.74	\$1,942.03	\$2,038.17	\$2,088.02	\$2,139.14	\$2,191.55	\$2,300.27	\$2,356.67	\$2,414.50	\$2,473.76	\$2,534.50
Hourly	\$19.70258	\$20.84423	\$21.35280	\$21.87389	\$22.40807	\$23.51737	\$24.09251	\$24.68243	\$25.28715	\$26.54152	\$27.19231	\$27.85961	\$28.54339	\$29.24426
3	\$49,647	\$50,863	\$52,107	\$53,384	\$54,693	\$56,033	\$57,408	\$58,818	\$60,262	\$61,743	\$63,260	\$64,814	\$66,408	
Semi-monthly	\$2,068.64	\$2,119.28	\$2,171.14	\$2,224.34	\$2,278.87	\$2,334.73	\$2,392.02	\$2,450.74	\$2,510.94	\$2,572.61	\$2,635.82	\$2,700.60	\$2,767.01	
Hourly	\$23.86894	\$24.45318	\$25.05163	\$25.66545	\$26.29464	\$26.93916	\$27.60021	\$28.27773	\$28.97233	\$29.68399	\$30.41329	\$31.16079	\$31.92707	
4	\$57,948	\$59,370	\$60,828	\$62,322	\$63,855	\$65,425	\$67,034	\$68,684	\$70,375	\$72,108	\$73,884	\$75,705	\$77,571	
Semi-monthly	\$2,414.50	\$2,473.76	\$2,534.50	\$2,596.77	\$2,660.62	\$2,726.04	\$2,793.09	\$2,861.82	\$2,932.28	\$3,004.50	\$3,078.51	\$3,154.38	\$3,232.13	
Hourly	\$27.85961	\$28.54339	\$29.24426	\$29.96274	\$30.69945	\$31.45434	\$32.22800	\$33.02102	\$33.83395	\$34.66735	\$35.52123	\$36.39673	\$37.29385	
5	\$73,154	\$74,956	\$76,803	\$78,698	\$80,639	\$82,630	\$84,670							
Semi-monthly	\$3,048.09	\$3,123.18	\$3,200.14	\$3,279.07	\$3,359.98	\$3,442.90	\$3,527.90							
Hourly	\$35.17023	\$36.03664	\$36.92465	\$37.83541	\$38.76895	\$39.72579	\$40.70654							
6	\$83,915	\$86,013	\$88,163	\$90,367	\$92,626	\$94,941	\$97,315							
Semi-monthly	\$3,496.44	\$3,583.86	\$3,673.44	\$3,765.29	\$3,859.41	\$3,955.89	\$4,054.79							
Hourly	\$40.34356	\$41.35218	\$42.38583	\$43.44565	\$44.53164	\$45.64492	\$46.78608							
7	\$104,426	\$107,037	\$109,712	\$112,455	\$115,266	\$118,148	\$121,101							
Semi-monthly	\$4,351.10	\$4,459.86	\$4,571.34	\$4,685.62	\$4,802.76	\$4,922.82	\$5,045.88							
Hourly	\$50.20504	\$51.45998	\$52.74620	\$54.06486	\$55.41651	\$56.80172	\$58.22164							

Fire-Rescue Pay Schedule (40 hours) - Plan 4																		
GRADE	STEP																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	\$36,617																	
Semi-monthly	\$1,525.70																	
Hourly	\$17.60427																	
2	\$41,168	\$42,198	\$43,253	\$44,334	\$45,443	\$46,579	\$47,746	\$48,937	\$50,161	\$51,415								
Semi-monthly	\$1,715.34	\$1,758.23	\$1,802.21	\$1,847.27	\$1,893.47	\$1,940.80	\$1,989.40	\$2,039.06	\$2,090.04	\$2,142.30								
Hourly	\$19.79235	\$20.28726	\$20.79471	\$21.31464	\$21.84769	\$22.39380	\$22.95467	\$23.52758	\$24.11581	\$24.71880								
3	\$38,228	\$39,184	\$40,164	\$41,168	\$42,198	\$43,253	\$44,334	\$45,443	\$46,579	\$47,743	\$48,937	\$50,161	\$51,415	\$52,700	\$54,017	\$55,367	\$56,752	\$58,170
Semi-monthly	\$1,592.82	\$1,632.66	\$1,673.48	\$1,715.34	\$1,758.23	\$1,802.21	\$1,847.27	\$1,893.47	\$1,940.80	\$1,989.31	\$2,039.06	\$2,090.04	\$2,142.30	\$2,195.84	\$2,250.71	\$2,306.97	\$2,364.65	\$2,423.77
Hourly	\$18.37867	\$18.83834	\$19.30938	\$19.79234	\$20.28726	\$20.79471	\$21.31465	\$21.84769	\$22.39381	\$22.95358	\$23.52758	\$24.11581	\$24.71880	\$25.33660	\$25.96977	\$26.61886	\$27.28444	\$27.96655
4	\$39,284	\$40,266	\$41,273	\$42,305	\$43,363	\$44,447	\$45,558	\$46,697	\$47,865	\$49,062	\$50,289	\$51,546	\$52,835	\$54,156	\$55,509	\$56,897	\$58,319	\$59,777
Semi-monthly	\$1,636.85	\$1,677.77	\$1,719.72	\$1,762.72	\$1,806.79	\$1,851.95	\$1,898.25	\$1,945.73	\$1,994.39	\$2,044.23	\$2,095.36	\$2,147.77	\$2,201.46	\$2,256.48	\$2,312.88	\$2,370.71	\$2,429.97	\$2,490.72
Hourly	\$18.88669	\$19.35886	\$19.84297	\$20.33903	\$20.84761	\$21.36870	\$21.90288	\$22.45070	\$23.01218	\$23.58731	\$24.17724	\$24.78196	\$25.40146	\$26.03633	\$26.68712	\$27.35430	\$28.03816	\$28.73911
5	\$45,376	\$46,511	\$47,674	\$48,865	\$50,086	\$51,338	\$52,622	\$53,938	\$55,287	\$56,669	\$58,085	\$59,537	\$61,026	\$62,551	\$64,115	\$65,716	\$67,362	\$69,046
Semi-monthly	\$1,890.66	\$1,937.94	\$1,986.40	\$2,036.05	\$2,086.93	\$2,139.09	\$2,192.59	\$2,247.41	\$2,303.61	\$2,361.20	\$2,420.22	\$2,480.71	\$2,542.73	\$2,606.28	\$2,671.46	\$2,738.17	\$2,806.75	\$2,876.91
Hourly	\$21.81526	\$22.36082	\$22.92003	\$23.49288	\$24.07996	\$24.68183	\$25.29906	\$25.93165	\$26.58017	\$27.24462	\$27.92557	\$28.62358	\$29.33922	\$30.07251	\$30.82456	\$31.59429	\$32.38555	\$33.19507
6	\$50,286	\$51,543	\$52,831	\$54,152	\$55,506	\$56,894	\$58,316	\$59,774	\$61,268	\$62,799	\$64,371	\$65,979	\$67,628	\$69,319	\$71,053	\$72,829		
Semi-monthly	\$2,095.26	\$2,147.62	\$2,201.31	\$2,256.33	\$2,312.74	\$2,370.57	\$2,429.83	\$2,490.57	\$2,552.84	\$2,616.64	\$2,682.11	\$2,749.11	\$2,817.84	\$2,888.29	\$2,960.52	\$3,034.53		
Hourly	\$24.17610	\$24.78025	\$25.39975	\$26.03462	\$26.68542	\$27.35271	\$28.03650	\$28.73735	\$29.45585	\$30.19197	\$30.94741	\$31.72053	\$32.51355	\$33.32648	\$34.15988	\$35.01376		
7	\$52,835	\$54,156	\$55,509	\$56,897	\$58,319	\$59,777	\$61,272	\$62,804	\$64,374	\$65,983	\$67,633	\$69,324	\$71,057	\$72,833	\$74,654	\$76,520		
Semi-monthly	\$2,201.46	\$2,256.48	\$2,312.88	\$2,370.72	\$2,429.98	\$2,490.72	\$2,552.99	\$2,616.84	\$2,682.26	\$2,749.31	\$2,818.04	\$2,888.49	\$2,960.72	\$3,034.72	\$3,110.60	\$3,188.35		
Hourly	\$25.40146	\$26.03633	\$26.68712	\$27.35441	\$28.03820	\$28.73906	\$29.45754	\$30.19425	\$30.94914	\$31.72280	\$32.51583	\$33.32876	\$34.16215	\$35.01604	\$35.89153	\$36.78865		
8	\$57,735	\$59,179	\$60,658	\$62,175	\$63,729	\$65,322	\$66,955	\$68,629	\$70,345	\$72,103	\$73,905	\$75,752	\$77,647	\$79,589	\$81,579	\$83,619		
Semi-monthly	\$2,405.62	\$2,465.77	\$2,527.40	\$2,590.61	\$2,655.39	\$2,721.75	\$2,789.79	\$2,859.55	\$2,931.04	\$3,004.30	\$3,079.39	\$3,156.35	\$3,235.29	\$3,316.19	\$3,399.12	\$3,484.12		
Hourly	\$27.75718	\$28.45120	\$29.16229	\$29.89161	\$30.63910	\$31.40481	\$32.18986	\$32.99482	\$33.81969	\$34.66504	\$35.53144	\$36.41945	\$37.33022	\$38.26376	\$39.22060	\$40.20135		
9	\$72,359	\$74,168	\$76,022	\$77,923	\$79,870	\$81,868	\$83,915	\$86,013	\$88,163	\$90,367	\$92,626	\$94,941	\$97,315					
Semi-monthly	\$3,014.95	\$3,090.32	\$3,167.59	\$3,246.77	\$3,327.93	\$3,411.15	\$3,496.44	\$3,583.86	\$3,673.44	\$3,765.29	\$3,859.41	\$3,955.89	\$4,054.79					
Hourly	\$34.78791	\$35.65748	\$36.54915	\$37.46277	\$38.39915	\$39.35940	\$40.34356	\$41.35218	\$42.38583	\$43.44565	\$44.53164	\$45.64492	\$46.78608					
10	\$87,916	\$90,115	\$92,368	\$94,678	\$97,044	\$99,470	\$101,957	\$104,506	\$107,118									
Semi-monthly	\$3,663.18	\$3,754.79	\$3,848.66	\$3,944.90	\$4,043.50	\$4,144.57	\$4,248.21	\$4,354.41	\$4,463.27									
Hourly	\$42.26750	\$43.32448	\$44.40761	\$45.51806	\$46.65581	\$47.82201	\$49.01779	\$50.24314	\$51.49923									
11	\$92,294	\$94,602	\$96,967	\$99,392	\$101,877	\$104,423	\$107,033	\$109,709	\$112,451									
Semi-monthly	\$3,845.60	\$3,941.74	\$4,040.30	\$4,141.32	\$4,244.86	\$4,350.95	\$4,459.72	\$4,571.19	\$4,685.47									
Hourly	\$44.37235	\$45.48166	\$46.61884	\$47.78446	\$48.97910	\$50.20332	\$51.45827	\$52.74449	\$54.06315									

Fire-Rescue Pay Schedule (52 hours) - Plan 4																		
GRADE	STEP																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1	\$36,617																	
Semi-monthly	\$1,525.70																	
Hourly	\$13.54175																	
2	\$41,168	\$42,198	\$43,253	\$44,334	\$45,443	\$46,579	\$47,746	\$48,937	\$50,161	\$51,415								
Semi-monthly	\$1,715.34	\$1,758.23	\$1,802.21	\$1,847.27	\$1,893.47	\$1,940.80	\$1,989.40	\$2,039.06	\$2,090.04	\$2,142.30								
Hourly	\$15.22488	\$15.60558	\$15.99593	\$16.39587	\$16.80591	\$17.22600	\$17.65744	\$18.09814	\$18.55062	\$19.01446								
3	\$38,228	\$39,184	\$40,164	\$41,168	\$42,198	\$43,253	\$44,334	\$45,443	\$46,579	\$47,743	\$48,937	\$50,161	\$51,415	\$52,700	\$54,017	\$55,367	\$56,752	\$58,170
Semi-monthly	\$1,592.82	\$1,632.66	\$1,673.48	\$1,715.34	\$1,758.23	\$1,802.21	\$1,847.27	\$1,893.47	\$1,940.80	\$1,989.31	\$2,039.06	\$2,090.04	\$2,142.30	\$2,195.84	\$2,250.71	\$2,306.97	\$2,364.65	\$2,423.77
Hourly	\$14.13744	\$14.49103	\$14.85337	\$15.22488	\$15.60558	\$15.99593	\$16.39589	\$16.80591	\$17.22601	\$17.65660	\$18.09814	\$18.55062	\$19.01446	\$19.48969	\$19.97675	\$20.47605	\$20.98803	\$21.51273
4	\$39,284	\$40,266	\$41,273	\$42,305	\$43,363	\$44,447	\$45,558	\$46,697	\$47,865	\$49,062	\$50,289	\$51,546	\$52,835	\$54,156	\$55,509	\$56,897	\$58,319	\$59,777
Semi-monthly	\$1,636.85	\$1,677.77	\$1,719.72	\$1,762.72	\$1,806.79	\$1,851.95	\$1,898.25	\$1,945.73	\$1,994.39	\$2,044.23	\$2,095.36	\$2,147.77	\$2,201.46	\$2,256.48	\$2,312.88	\$2,370.71	\$2,429.97	\$2,490.72
Hourly	\$14.52822	\$14.89143	\$15.26382	\$15.64541	\$16.03662	\$16.43746	\$16.84837	\$17.26977	\$17.70168	\$18.14409	\$18.59787	\$19.06304	\$19.53959	\$20.02794	\$20.52855	\$21.04177	\$21.56782	\$22.10700
5	\$45,376	\$46,511	\$47,674	\$48,865	\$50,086	\$51,338	\$52,622	\$53,938	\$55,287	\$56,669	\$58,085	\$59,537	\$61,026	\$62,551	\$64,115	\$65,716	\$67,362	\$69,046
Semi-monthly	\$1,890.66	\$1,937.94	\$1,986.40	\$2,036.05	\$2,086.93	\$2,139.09	\$2,192.59	\$2,247.41	\$2,303.61	\$2,361.20	\$2,420.22	\$2,480.71	\$2,542.73	\$2,606.28	\$2,671.46	\$2,738.17	\$2,806.75	\$2,876.91
Hourly	\$16.78097	\$17.20063	\$17.63079	\$18.07145	\$18.52305	\$18.98602	\$19.46081	\$19.94742	\$20.44628	\$20.95740	\$21.48121	\$22.01814	\$22.56863	\$23.13270	\$23.71120	\$24.30330	\$24.91196	\$25.53467
6	\$50,286	\$51,543	\$52,831	\$54,152	\$55,506	\$56,894	\$58,316	\$59,774	\$61,268	\$62,799	\$64,371	\$65,979	\$67,628	\$69,319	\$71,053	\$72,829		
Semi-monthly	\$2,095.26	\$2,147.62	\$2,201.31	\$2,256.33	\$2,312.74	\$2,370.57	\$2,429.83	\$2,490.57	\$2,552.84	\$2,616.64	\$2,682.11	\$2,749.11	\$2,817.84	\$2,888.29	\$2,960.52	\$3,034.53		
Hourly	\$18.59700	\$19.06173	\$19.53827	\$20.02663	\$20.52724	\$21.04054	\$21.56653	\$22.10565	\$22.65835	\$23.22459	\$23.80570	\$24.40041	\$25.01042	\$25.63575	\$26.27683	\$26.93366		
7	\$52,835	\$54,156	\$55,509	\$56,897	\$58,319	\$59,777	\$61,272	\$62,804	\$64,374	\$65,983	\$67,633	\$69,324	\$71,057	\$72,833	\$74,654	\$76,520		
Semi-monthly	\$2,201.46	\$2,256.48	\$2,312.88	\$2,370.72	\$2,429.98	\$2,490.72	\$2,552.99	\$2,616.84	\$2,682.26	\$2,749.31	\$2,818.04	\$2,888.49	\$2,960.72	\$3,034.72	\$3,110.60	\$3,188.35		
Hourly	\$19.53959	\$20.02794	\$20.52855	\$21.04186	\$21.56785	\$22.10697	\$22.65965	\$23.22635	\$23.80703	\$24.40216	\$25.01217	\$25.63750	\$26.27858	\$26.93541	\$27.60887	\$28.29896		
8	\$57,735	\$59,179	\$60,658	\$62,175	\$63,729	\$65,322	\$66,955	\$68,629	\$70,345	\$72,103	\$73,905	\$75,752	\$77,647	\$79,589	\$81,579	\$83,619		
Semi-monthly	\$2,405.62	\$2,465.77	\$2,527.40	\$2,590.61	\$2,655.39	\$2,721.75	\$2,789.79	\$2,859.55	\$2,931.04	\$3,004.30	\$3,079.39	\$3,156.35	\$3,235.29	\$3,316.19	\$3,399.12	\$3,484.12		
Hourly	\$21.35168	\$21.88554	\$22.43253	\$22.99354	\$23.56854	\$24.15755	\$24.76143	\$25.38063	\$26.01514	\$26.66541	\$27.33188	\$28.01496	\$28.71555	\$29.43366	\$30.16969	\$30.92411		
9	\$72,359	\$74,168	\$76,022	\$77,923	\$79,870	\$81,868	\$83,915	\$86,013	\$88,163	\$90,367	\$92,626	\$94,941	\$97,315					
Semi-monthly	\$3,014.95	\$3,090.32	\$3,167.59	\$3,246.77	\$3,327.93	\$3,411.15	\$3,496.44	\$3,583.86	\$3,673.44	\$3,765.29	\$3,859.41	\$3,955.89	\$4,054.79					
Hourly	\$26.75993	\$27.42883	\$28.11473	\$28.81751	\$29.53781	\$30.27646	\$31.03351	\$31.80937	\$32.60449	\$33.41973	\$34.25510	\$35.11148	\$35.98929					
10	\$87,916	\$90,115	\$92,368	\$94,678	\$97,044	\$99,470	\$101,957	\$104,506	\$107,118									
Semi-monthly	\$3,663.18	\$3,754.79	\$3,848.66	\$3,944.90	\$4,043.50	\$4,144.57	\$4,248.21	\$4,354.41	\$4,463.27									
Hourly	\$32.51346	\$33.32652	\$34.15970	\$35.01389	\$35.88908	\$36.78616	\$37.70599	\$38.64857	\$39.61479									
11	\$92,294	\$94,602	\$96,967	\$99,392	\$101,877	\$104,423	\$107,033	\$109,709	\$112,451									
Semi-monthly	\$3,845.60	\$3,941.74	\$4,040.30	\$4,141.32	\$4,244.86	\$4,350.95	\$4,459.72	\$4,571.19	\$4,685.47									
Hourly	\$34.13257	\$34.98589	\$35.86064	\$36.75728	\$37.67623	\$38.61794	\$39.58328	\$40.57268	\$41.58704									